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# **DUNBARTON, N.H. 2004 TOWN REPORT**

**COVER: Town Office Building, compliments of Margaret Venator.**

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## TOWN

# ANNUAL REPORT

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CONCORD, NH

## TOWN OF DUNBARTON NEW HAMPSHIRE

## SCHOOL

For the Fiscal Year  
Ending  
December 31, 2004





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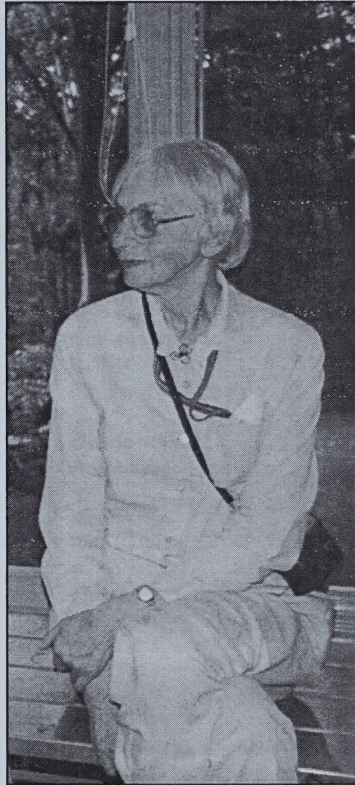
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## DEDICATION



GERTRUDE DULUDE

Gert moved to Dunbarton, having married a native, at the beginning of World War II. In the ensuing 64 years, she made a home, raised a family, and has been involved in countless civic and social activities. Her incredible energy and indomitable spirit has been seen in her 17 years on the Zoning Board, the Historical Awareness Committee, and the Historical Society, where she, for many years, was the treasurer for the Stark Cemetery Trust. She numbered and photographed every stone in the stone blacksmith shop before it was dismantled, and the photos were used to reassemble it at its present location.

She's been a faithful member of St. John's Episcopal Church for many years, working on many suppers with her mother-in-law, and she continues to be faithful to her church in many social functions as well as always being available to open and close the church whenever asked.

However, most importantly, Gert is a good friend, a great companion and a caring neighbor to all whom she touches.





## 2004 TOWN OFFICERS, BOARD MEMBERS & STAFF

SELECTMEN:	John R. Swindlehurst, III Charles Graybill, Chair Merton Mann Janice J. VandeBogart, Town Administrator	Term ending 2005 Term ending 2006 Term ending 2007
TOWN MODERATOR:	Frederick J. Mullen	Term ending 2006
TOWN CLERK:	Linda L. Peters	Term ending 2006
DEPUTY TOWN CLERK:	Diane Mullen	Term ending 2006
SUPERVISORS OF THE CHECKLIST:	Ronald Slocum Margaret Venator Alan Rockenbach	Term ending 2006 Term ending 2008 Term ending 2010
BALLOT CLERKS: Terms expire October 31, 2005	Hilliard Burnside Pamela Milioto Eleanor Swindlehurst	Barbara Wanner Elizabeth Clarke, Alternate Diana L. Driscoll, Alternate
TOWN TREASURER:	Pamela Milioto	Term ending 2005
DEPUTY TOWN TREASURER:	Janice VandeBogart	Term ending 2005
TAX COLLECTOR:	Martha Rae	Term ending 2007
DEPUTY TAX COLLECTOR:	Line Comeau	Term ending 2005
BOARD OF ASSESSORS:	Timothy R. Terragni John R. Swindlehurst II Bryan H. Clark	Term ending 2005 Term ending 2006 Term ending 2007
CHIEF OF POLICE:	Jeffrey S. Nelson	
POLICE OFFICERS:	Eric Blow Christopher D. Connelly Shayne Durant Rene Forcier Michael Gorman	Joseph Milioto Bethia LaMarca, Auxiliary Leonard LaMarca, Auxiliary George Patterson, Auxiliary Cynthia Bagley, Chaplain
FIRE CHIEF:	Jonathan M. Wiggin	Term ending 9/04
DEPUTY FIRE CHIEF:	Louis Marcou	Term ending 9/04
FOREST FIRE WARDEN:	Jonathan M. Wiggin	Term ending 12/04
EMERGENCY MGMT DIRECTOR:	Jonathan M. Wiggin	Term ending 2005
OVERSEER OF WELFARE:	Margaret Venator	Term ending 2005
DEPUTY OVERSEER OF WELFARE:	Brian Little	Term ending 2005
HEALTH OFFICER:	Kenneth Swayze	Term ending 2006
BUILDING INSPECTOR:	Kenneth Swayze	Term ending 2005
ASSISTANT BUILDING INSPECTORS:	Harvey Provencher Gerald Gerdes	Term ending 2005 Term ending 2005



ROAD AGENT:	Jan W. VandeBogart, Sr.	Term ending 2005
HIGHWAY SAFETY COMMITTEE:	Jeffrey Nelson	John R. Swindlehurst III
Established by Selectmen March 1997	Jan W. VandeBogart, Sr.	Jonathan Wiggin
Terms Expire 2005		
RECYCLING COMMITTEE	Todd Beall	Robert Josephson
Established by Selectmen July 2003	Jacqueline Belanger	Tamara Luby
Terms Expire 2005	Patrick Bowne	
CONCORD REGIONAL SOLID WASTE/	John R. Swindlehurst II	Term ending 11/06
RESOURCE RECOVERY	Patrick Bowne, Alternate	Term ending 11/06
COOPERATIVE REPRESENTATIVES:		
CENTRAL NEW HAMPSHIRE	Lawrence Cook	Term ending 2005
REGIONAL PLANNING COMMISSION:	Kenneth Swayze	Term ending 2005
CENTRAL NEW HAMPSHIRE REGIONAL	Lawrence Cook	Term ending 2005
RESOURCE CONSERVATION COMMITTEE:	Matthew Lavey, Alternate	Term ending 2005
	Kenneth Swayze, Alternate	Term ending 2005
ETHICS COMMITTEE:	Scott Ives	Term ending 2005
Established at Town Meeting	Jacqueline Kennedy	Term ending 2005
March 2001	Nicholas Holmes, Co-chair	Term ending 2006
	Brett St. Clair, Co-chair	Term ending 2006
	Brigitte L. Cook	Term ending 2007
TRUSTEES OF TRUST FUNDS:	Ronald Slocum	Term ending 2005
	Steven Mullen	Term ending 2006
	William R. Jenkins	Term ending 2007
LIBRARY DIRECTOR:	Andrea Douglas	
LIBRARIAN:	Nancy Lang	
LIBRARY TRUSTEES:	Carla Halvorson	Term ending 2005
	Nancy V. Rosen	Term ending 2005
	Norman Roberge	Term ending 2006
	Deborah Trottier	Term ending 2006
	Tiffany Dodd	Term ending 2007
CEMETERY TRUSTEES:	Patrick Bowne (resigned)	Term ending 2005
	Terry R. Jelley	Term ending 2006
	Richard Schaeffer	Term ending 2007
HISTORICAL AWARENESS	Harlan A. Noyes	Term ending 2005
COMMITTEE:	Harvey Provencer	Term ending 2005
	Merton Mann, Selectman Rep.	Term ending 2005
	Thomas Hathcoat	Term ending 2006
	Deborah Jore	Term ending 2006
	Rebecca Rolke	Term ending 2006
	Kenneth Swayze	Term ending 2006
	William Rolke	Term ending 2007
	Betty Ann Noyes, Chair	Term ending 2007

PLANNING BOARD:	James Marcou, Chair	Term ending 2005
	George Holt	Term ending 2005
	Mert Mann, Selectmen Rep.	Term ending 2005
	Kenneth Swayze	Term ending 2006
	Brian Nordle	Term ending 2006
	Alison Vallieres, Secretary	Term ending 2006
	Michael Poirier	Term ending 2007
ZONING BOARD OF ADJUSTMENT:	Gertrude Dulude	Term ending 2005
	David Nault	Term ending 2005
	John Van Loendersloot, Alternate (resigned)	Term ending 2005
	Leo Martel, Alternate	Term ending 2005
	John Herlihy,	Term ending 2006
	Scott Ives, Alternate	Term ending 2006
	John Trottier, Chair	Term ending 2006
	Daniel DalPra, Alternate	Term ending 2006
	Alison Vallieres, Secretary	Term ending 2007
	Ronald Slocum, Alternate	Term ending 2007
MASTER PLAN STEERING COMMITTEE: Established at Town Meeting 2003 Terms expire 2005	David Breault	Ronald Slocum
	Charles Graybill	John Swindlehurst II
	James Marcou	Jeffrey Trexler
	Brian Nordle	John Trottier
	Donald Prior	Alison Vallieres
	Patricia Shearin	Margaret Watkins
TOWN COMMON PROJECT COMMITTEE: Established by Selectmen June 2000 Terms expire 2005	Deborah E. Auger, Secretary	Gail Martel
	Diana Driscoll	Leo Martel
	Donna Dunn, Treasurer	William Morse
	Joanne Johnson	Judy Petersen
	Paula Mangini	Nancy Rizza
DUNBARTON CENTER BUILDING COMMITTEE: Established by Dunbarton Center Planning Committee May 2003	Daniel DalPra, co-chair	Michael Poirier
	Charles Graybill	Norman Roberge
	Nancy Lang	Jeffrey Trexler, co-chair
	David Nault	Terms expire 2005
OLD HOME DAY COMMITTEE: Established by Selectmen May 1996; Combined with Recreation Commission March 2004		
RECREATION COMMISSION: Established by Selectmen November 1989	Jacques Belanger	Term ending 2005
	Dean Jore	Term ending 2005
	Theresa Franeoeur	Term ending 2005
	Susan Nichols	Term ending 2006
	Jeffrey Nelson	Term ending 2006
	Jean Leo	Term ending 2007

CONSERVATION COMMISSION:	Lawrence Cook, Chair	Term ending 2005
	Brett St. Clair, Vice-Chair	Term ending 2005
	Mel Gendron, alternate	Term ending 2005
	Richard Kiah, alternate	Term ending 2005
	Stanley Sowle, alternate	Term ending 2005
	Mark Wamser, alternate	Term ending 2005
	Darlene Jarvis, Secretary	Term ending 2006
	Matthew Lavey	Term ending 2006
	George Holt	Term ending 2007
	Ronald Jarvis	Term ending 2007
	Margaret Watkins	Term ending 2007
	Jane Grant, Honorary Member	

TOWN FOREST COMMITTEE:	Jeff Crosby	Term ending 2005
	Edward White, Vice Chair	Term ending 2005
	John R. Swindlehurst II, Chair	Term ending 2006
	Ronald Jarvis, Secretary	Term ending 2007
	Frederick J. Mullen, Treasurer	Term ending 2007

**KUNCANOWET TOWN FOREST AND CONSERVATION AREA COMMITTEE:**  
 Committee established at Town Meeting 1989. Appointed by Chairs  
 of the Town Forest Committee and Conservation Commission

(Conservation Commission)	Margaret Watkins	Term ending 2005
(Town Forest Committee)	Edward White, Vice Chair	Term ending 2005
(Selectman Representative)	Charles Graybill	Term ending 2006
(Town Forest Committee)	Ronald Jarvis, Trailmaster	Term ending 2006
(Member-at-Large)	Frederick J. Mullen, Chair	Term ending 2006
(Conservation Commission)	Brett St. Clair	Term ending 2006
(Conservation Commission)	Darlene Jarvis, Secretary	Term ending 2007
(Town Forest Committee)	John R. Swindlehurst II	Term ending 2007
(Member-at-Large)	Irene Thalheimer	Term ending 2007

HOG REEVES:	Christian and Wendy Tefft
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## SELECTMEN'S MESSAGE 2004

It's hard to believe that another year has passed and the 2005 Town Meeting is upon us. Time flies when you're having fun!

Over the past year, residents have come to the various boards to ask for help regarding zoning, planning, building, recreation, and various other issues. As the select board and other boards work through these problems, we often hear that people believe the Selectmen have the final say and can change the rules to solve the problem. Town Selectmen, Boards and Commissions are limited to what they can do. The following paragraph was reprinted from a New Hampshire Municipal Association publication that spells out who really has the authority to make and change rules that govern our town.

"New Hampshire is not a 'home rule' state. Cities and Towns in New Hampshire are political subdivisions of the State and as such, they only have the powers granted to them by the legislature. State law necessarily authorizes municipalities to exercise a broad range of powers, such as raising funds through taxation or borrowing, enacting ordinances to regulate specific matters, purchasing and selling property, hiring employees, entering into contracts and regulating land use through planning and zoning regulations. All of these powers may be exercised only within the limits authorized by State law. Similarly, municipal authority over police and fire departments, roads, solid waste disposal, water and sewer facilities and many other areas is governed by state laws, and thus is ultimately controlled by the legislature."

In 2004 the boards and department heads have continued working hard to make Dunbarton a nice place to live. We urge you to look through and read all the department's messages to get a full scope of what they have been doing for you in the past year. The following is a brief overview of some items completed or in progress for 2005.

The Police Department has been busy training new part-time officers and keeping our streets as safe as possible. Time was spent on several time consuming cases most of which have been solved and are working their way through the judicial system.

The Highway Department rebuilt Gorham Pond Road from Route 13 to a point just beyond Gorham Pond. Work was started on the yard at the Highway shed to make room for the new salt shed. This year Gorham Pond Road is to be top coated along with the yard at the Transfer Station. Several large culverts will be replaced and a section of Twist Hill Road is on the schedule to be rebuilt. As with most plans, this all hinges on the weather and what type of damage arises from the winter frost.

The Fire Department got word that they will be receiving another Federal Grant to finish out the replacement of the breathing apparatus and add a set of extrication tools. The new pumper was ordered and is in the process of being built with delivery expected this spring. The department has also received several other Homeland Security Grants, one of which included new radios for every truck.

The Planning Board and the Master Plan Committee have been holding meetings all year on the new Master Plan. Work will continue on several other stages of this Plan, providing monies are approved at Town Meeting, which include a Capital Improvement Plan, a Building Out Study and Housing Inventory and updates to the Subdivision Regulations and the Zoning Ordinances.



The Transfer Station has been very busy with marketing the recyclables which has increased tremendously over the years. With all the new houses built in recent years the tonnage has only increased slightly. This is due to the fact that a lot of residents recycle all that they can. Throughout the year, we have heard a lot of good comments about the Transfer Station, how clean it is and how helpful the employees are. These positive comments are nice to hear.

The Building Department has come forward and taken on some new responsibilities with Ken Swayze working closely with the Planning and Zoning departments. Ken has added to his duties the collection of monies from developers in the subdivision process, making sure that the Town has no cost incurred for these projects.

Harvey Provencher, our long time assistant building inspector, will be stepping down effective March 8, 2005. Harvey has always been an asset to the Building Department and it has been a pleasure having his cheerful face around the office. We appreciate all that he has done for the town and wish him well in his future plans.

We would also like to express our deepest gratitude to Irene Thalheimer for her devoted and dedicated services as Deputy Tax Collector. Irene has stepped down this year as Deputy Tax Collector and last year as Deputy Town Clerk, however, she still assists the office with special projects that involve her expertise. We welcome her help as she is a wonderful source of information.

We would like to thank all the town employees and volunteers who make this Town what it is - "A great place to live!"

Respectfully submitted,

John R. Swindlehurst, III, Chairman  
Chuck Graybill  
Mert Mann  
Dunbarton Board of Selectmen



## TOWN MEETING – 2004

March 9, 2004

Moderator Fred Mullen called the meeting to order at 7:57AM. The Town Warrant was read. A motion to waive further reading of the warrant passed. Mr. Mullen announced that Absentee Ballots would be cast at 1:00<sup>PM</sup>. The polls opened at 8:01<sup>AM</sup>

The business portion of the meeting opened at 7:00<sup>PM</sup>. The Girl Scouts led the Pledge of Allegiance for the assembly. Moderator Fred Mullen reminded those in attendance that the Girl Scouts would be selling cookies during the meeting, also The Historical Society, Dunbarton Town Common Committee and the Legion had tables set up for raffles, etc. He reminded all registered voters to obtain a voting card from the Supervisors of the Checklist. He introduced the Town's Election Officials. Dan and Gayle Troy were thanked for volunteering their time and equipment to provide the sound system. The rules for the meeting were outlined. He noted that Article VI is a bond issue and State Law requires the polls remain open for at least one hour for voting on this article.

The Moderator read the first article. Selectman Stephen Kennedy stated that before proceeding with the article, he wished to acknowledge that the 2003 Town Report was dedicated to Fred and Lee Mullen. Noted that over the years Lee has helped guide many children in reading and math and Fred has served as a member of the Fire Department and as Town Moderator. They have been involved in countless fund-raisers and have dedicated their citizenship to making this a better community for all to enjoy. He feels it is in our best interest to "grow people like the Mullen's who care more about you than they do about themselves and who give unselfishly at the single ring of a telephone call". The assembly gave the Mullen's a standing ovation.

**ARTICLE I:** To choose all necessary town officers for the ensuing year. The following were nominated and elected to office at open meeting:

Overseer of Welfare: Margaret Venator  
Hog Reeves: Christian and Wendy Tefft

Christian and Wendy Tefft were sworn into office.

Mr. Mullen noted the following errors in the 2003 Town Report:

- p. 26 Article VI – should read \$620,000 not \$650,000
- p. 104 Dunbarton School Board – Kimberly Belanger and Terry Francoeur were elected until 2005. Both have resigned. Rene Ouellet and Carl Metzger were appointed to fill the term through today's election.

**ARTICLE II:** Amendment No. 1: Are you in favor of the adoption of Amendment No. 1, as proposed by the Dunbarton Planning Board for the Zoning Ordinance of the Town of Dunbarton, to amend the ordinance as follows (the proposed additions are noted in bold and underlined below):

To add new Article 8. Personal Wireless Service Facilities (PWSF's). (Recommended by the Dunbarton Planning Board.)

*Amendment No. 1 establishes an entire new ordinance section at Article 8, to provide for, and otherwise regulate, the placement, use, and construction of "Personal Wireless Service Facilities (PWSF's)," commonly*

*referred to as wireless transmission towers, or “cell towers”; and to further require Site Plan Review by the Planning Board. The Town presently has no regulations for PWSF’s.*

The entire text of new Article 8, is available for review at the Town Clerk’s office and at the polling place. By Official Ballot. **The article PASSED: YES: 427 NO: 115**

**ARTICLE III:** Amendment No. 2 Are you in favor of the adoption of Amendment No. 2, as proposed by the Dunbarton Planning Board for the Zoning Ordinance of the Town of Dunbarton, to amend the ordinance as follows (the proposed additions are noted in bold and underlined below):

To add new Article 9. Multi-Family Residential Housing District (MFD). (Recommended by the Dunbarton Planning Board.)

*Amendment No. 2 establishes an entire new ordinance section at Article 9, to provide for, and otherwise regulate, the placement, use, and construction of multi-family dwellings. It further provides for a restrictive zoning area where buildings are allowed (along Routes 13 and 77), and regulates site layout and construction design with regard to such features as set-backs, buffer zones, and unit densities. All projects are subject to Site Plan Review, and the public hearing process, by the Planning Board.*

**The Town presently allows multi-family construction in all principal residential zones. This new ordinance section greatly reduces those areas where multi-family uses are allowed, and provides for increased regulation.**

The entire text of new Article 9, is available for review at the Town Clerk’s office and at the polling place. By Official Ballot. **The article PASSED: YES: 369 NO: 167**

**ARTICLE IV:** Amendment No. 3 Are you in favor of the adoption of Amendment No. 3, as proposed by the Dunbarton Planning Board for the Zoning Ordinance of the Town of Dunbarton, to amend the ordinance as follows (the proposed additions are noted in bold and underlined below):

To amend “Article 4. Use and Dimensional Regulations”, to include new section F. Large Lot Zoning with Reduced Lot Frontage; and to amend section “B. Dimensional Regulations,” under the “Table of Dimensional Regulations” by adding new category under “District” column, and new “minimum lot sizes” and “minimum frontage” requirements as follows:

Add new Section F. at Article 4:

F. Large Lot Zoning with Reduced Lot Frontage.

1. As an elective option to less-than-traditional frontage requirements, reduced lot frontage shall be permitted under the provisions of this ordinance, provided each lot provides for an increase in the minimum acreage per the Table of Dimensional Regulations (sub-section B, Article 4), and associated footnotes.

Amend Section “B. Dimensional Regulations”, at “Table of Dimensional Regulations, in Article 4:

## TABLE OF DIMENSIONAL REGULATIONS

Building Setbacks

							Max.		
District	Minimum Lot Size (1)(2)	Minimum Frontage	Front Yard	Rear Yard	Side Yard	Septic*** ** Sys.	Building Well	Max. Height	Lot Coverage(%)
Low Density	5 acres(3)	300	50	50	50	50	75	35	15
Medium Density	3 acres(3)	250	40	40	40	50	75	35	15
Village District	2 acres	200	40	40	40	50	75	35	15
Manufactured Housing	5 acres(3)(4)	300	50	50	50	50	75	35	15

-ALL DISTRICTS-

Optional Large Lot	12 acres	225	(Set-backs, septic, well, bldg ht., coverage per applicable zone, above)						
Zoning with reduced frontage	18 acres	150	“						
(See notes 5, 6 & 7)	24 acres	75	“						

**(Recommended by the Dunbarton Planning Board.)**

• All dimensions are in feet unless otherwise noted

- 1) Refer to Article 4. section C. ‘Nonconforming Lots’ for exceptions to these minimum lot sizes.
- 2) Minimum lot size calculations shall be per dwelling unit except as otherwise specified herein, and shall exclude all surface water bodies but may include wetlands.
- 3) Refer to Article 6. “Planned Residential Development” PRD) for exceptions to these minimum lot sizes.
- 4) Manufactured Housing Parks are allowed under Article 6 (PRD).
- 5) Minimum lot width, between principal access point and the generally considered building pocket area shall not be less than 75 ft., measured perpendicular to the opposing-side lot lines.
- 6) Requirements for front-yard, side-yard, rear-yard, septic, well, etc. remain the same as the applicable zone.
- 7) As an innovative land-use control zoning regulation, implementation under these provisions is voluntary and at the option of the applicant.

*This is an innovative land-use control regulation to allow for, and encourage, larger-lot subdivision parcels, based on an incentive provision allowing less-than-traditional-frontage requirements in the various districts. It is intended to promote open space, to preserve the rural, countrified atmosphere of Dunbarton, and reduce the expansion of Town roadway systems. This is an incentive zoning provision that is voluntary.*

The entire text of the amendments to Article 4. is available for review at the Town Clerk’s office and at the polling place. By Official Ballot. **The article PASSED: YES: 370 NO: 207**



**ARTICLE V:** Amendment No. 4 Are you in favor of the adoption of Amendment No. 4, as proposed by the Dunbarton Planning Board for the Zoning Ordinance of the Town of Dunbarton, to amend the ordinance as follows (the proposed additions are noted in bold and underlined below):

To see if the Town will vote to adopt the 2003 International Residential Code for One and Two-Family Dwellings as provided in RSA 674:51(I) and 674:51a. This Building Code will supplement the requirements of the N.H. State Building Code adopted by the Town at the Town Meeting on March 11, 2003, and shall be enforced by the Building Inspector.

(Recommended by the Dunbarton Planning Board.)

*This replaces the "1999 BOCA Code for Residential Construction" with the "2003 International Residential Code for One- and Two-Family Dwellings."*

**A copy of the new 2003 IRC, One- and Two-Family Code Book is available for review at the Town Clerk's Office and at the polling place. By Official Ballot.**

**The article PASSED: YES: 373 NO: 185**

**ARTICLE VI:** Are you in favor of raising and appropriating the appraised value not to exceed \$620,000 for the purchase of land and buildings, lot #E3-05-06 and to authorize the Issuance of not more than \$620,000 of bonds and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to further raise and appropriate the sum of \$73,470 for the first payment on this bond? (2/3 ballot vote required). The Selectmen recommend the passage of this article.

Mr. Kennedy spoke regarding the article. Selectmen felt this issue needed to be shared with the town for the purposes of clarity and direction. The opportunity to purchase this property presented itself and they wanted the town to debate and discuss the purchase. A number of volunteers have been solicited to help with the appraisal and negotiation of the purchase as well as to explain what this would mean for the town. He felt it important that the town look at it as an investment for the community in terms of the strategic location of the parcel and what the town hoped to accomplish for the community. It is an opportunity that only presents itself once in awhile. Stated that Dan DalPra, David Nault, and Norman Roberge who have volunteered their time with the Center Planning and Building Committees will give presentations.

Dan DalPra referred the assembly to the Dunbarton Center Building Committee Report on page 88-92 of the 2003 Town Report. Committee had been appropriated funds at 2002 Town Meeting to develop plans to address need for additional space at Town Office and Library. The Committee worked to come up with a preliminary design "one building plan" for this purpose. They selected an architect (Dennis Mires), then a construction management firm (Bonnette, Page and Stone). The opportunity to consider the Vaal property came to the attention of the Committee. They felt it was worthwhile looking at because it was over 6 acres in the center of town. Property would connect the town center to the school and cemetery and is directly across the street from the library. They toured property, the main building and the other structures on the property. They felt it had value to the town and decided to make a recommendation to the Selectmen that they consider putting the current Town Hall/Library renovations and addition theme on hold and take a look at purchasing the property. They felt in the long run it would provide a tremendous amount of services and flexibility to the town and ultimately save money.

David Nault stated that the "one building design" concept came in between four and five hundred thousand dollars higher than the 1.8 million dollar budget they had originally started working with. This gave them more reason to look at the potential uses of the Vaal property as an alternative. He outlined some of the

potential uses and ideas the Board came up with for the property: The property consists of 6.59 acres, located in the center of Dunbarton and abuts the school, cemetery, town hall, and Zeller property. Frontage on School Street is approximately 200 feet. The property has the potential for two buildable parcels. There is a 150-200 foot drop-off at the edge of the property that they considered non-buildable. Potential uses include a safety complex, school expansion, cemetery expansion, new library closer to the school with a safer travel to the town center, town offices could move to existing library. Additional parking would be available. There is a shop on the property that could be used by Road Agent at this time for material storage. There is also a secondary building which is framed, roofed, and sided, that was initially intended for a second home on the property. It was not finished because of zoning. A pedestrian walkway could be designed to provide a safer trip from the center to the school/community building. Currently there are four rental units on the property that make the cost of the property high but feel it is a good opportunity for the town to look at. As a Board, it is hard to provide for expansion for the town when there is limited space.

Norman Roberge addressed the financial aspects. He referred the assembly to the handout that gave the financial side of the bond. A vote to purchase the property would require a bond of \$620,000. We would also have to pay 1/10 of the principal during the first year and six months of interest which would come to \$73,470. He read the bond schedule from the handout: *"If voters at the Annual Town Meeting approve the Warrant Article #6, then the Town would bond the purchase price of \$620,000. The bond would be repaid in 10 semi-annual principal payments of \$62,000 with accrued interest at a fixed annual rate of 3.70% and payments beginning 9/15/04. Fiscal Years 2004 and 2009 would have only one principal payment each of \$62,000, as indicated in the schedule."* The estimated tax rate for 2004 would be 47 cents per thousand, 91 cents in 2005, 88 cents in 2006, 85 cents in 2007, 82 cents in 2008 then 40 cents in 2009. A ten-year payoff of the bond would cost \$81,000 additional interest which is why there is a five year schedule on the bond. Selectmen Graybill informed voters of an opportunity to purchase property near the town garage in 1987. The purchase was not approved because of the expense. This property allows the opportunity to make everything in town centrally located which is important from a New England point of view. There are no immediate plans for the property, this would be turned over to the Building Committee to study.

Selectman Kennedy urged voters to have a clear mind about the investment possibility. He referenced the Tucker Hill Project mentioned by Mr. Graybill. The property was going for \$25,000 at the time and now it's not possible to buy 1/4 of one lot for that amount.

Dan DalPra stated the property was appraised by Brooks and the purchase price of the article is \$40,000 less than the appraisal. The floor was open for discussion.

Rene Ouelett stated that increased growth in town puts more pressure on school and services and encouraged pro-active rather than re-active action. At the most recent School Board meeting, the Board passed the following resolution: *"The school board acknowledges that the acquisition of the Vaal Property provides potential use for Town or School District."*

Daniel Gobin served on the Center Planning and Building Committees while they developed the "one building design". He felt the town should not substitute another piece of property for the other. There may be some future use of the property, but he didn't see the need for many years. There is no concrete plan for the Vaal property and no practical use for the buildings at this time. He felt the town should spend their money on the new office space and move on. He asked why the Fire and Police Departments have to be in the town center and if the Selectmen have looked at other properties. Selectmen may have best intentions, but we are not in a position to speculate. Tax rate already increased dramatically at School District Meeting. We are looking at expenditures to provide usable office space as opposed to just land. Ann Carney asked what happened to the \$18,000 voted on last year for study. Jeff Trexler responded that \$14,500 was spent



to further develop plans for “one building concept” with the architect. She asked why it wasn’t shown to compare. Mr. Trexler referred to the Town Report which contained that information. He further addressed some of Mr. Gobin’s concerns. Stated the one building concept is a good concept for town office use but has some drawbacks: plans 15-20 year use but adds a significant footprint to the town common. The footprint of the building would be about three times the size of existing building. Would eat up a lot of green space and parking will be an issue. Limitations were understood while the committee was working on this project. When one and two building concepts were present to the town at a forum, the people were concerned about the green space, so the committee went with the one building. The Vaal property gave the opportunity to reconsider the two building concept with a smaller addition on the Town Hall and perhaps move the Library to the Vaal property, provide more parking, and save more green space, and more importantly, allow for expansion 15-20 years from now. To stay with the one building concept, we would continue to chip away at the town center and eventually have to move some offices off site. He is concerned what the school will do when we need additional space. Concerned about what will happen when we exceed the core capacity of the school building. The property is available here and now. In 10 years \$640,000 will sound like a bargain. “Opportunity doesn’t always call ahead to make an appointment – it usually just knocks”. Can’t necessarily assume that something will come up in 25 years to provide us with similar space to this to meet the needs we will have. Regarding the appraisal: the first appraisal was done by the Town Assessor. It was an assessment based on square foot costs of the buildings alone plus an estimate on the site value. The Selectmen and the committee did not feel it was a valid appraisal for negotiating or presenting to the voting body. They hired a commercial real estate appraisal firm to do a thorough appraisal who gave an appraised value \$40,000 more than the agreed upon price of the property.

Debbie Wilson thanked the committee. She asked if the steep slope of the property were not appropriate for development, how would town put a safety complex behind property. Mr. Trexler stated that the area behind the pond to the edge of the parking is fairly flat. Out of the 6 maybe 2 acres would be challenging. Ms. Wilson asked what the plan was for the four tenants living at the property. Selectman Graybill stated they are there on a month-to-month lease and would be given notice based on the outcome of tonight’s meeting. The son who has a business there would close the business the day of the sale and move the equipment from the grounds. As far as the house, the town has agreed to allow the Vaals to live there for a period of 14 months rent free in exchange for upkeep on the condition they pay liability costs, electricity, heat, and normal care of property itself. Ms. Wilson asked why we would have people move out since there were no immediate plans for the property. Mr. Graybill stated the Board of Selectmen felt the town should not be in the business of running a boarding house.

Joyce Ray expressed concern for the possible loss of a historic home. She asked if the Building Committee thought of possible way to use the building without bulldozing it. Mr. Trexler explained that the building is set up as a home – not good for municipal office use. As a library it would be a challenge due to the weight of books. They could consider carving the house and one-acre lot and keep the land for town use.

Ron Slocum stated one key to good real estate investing is that if the numbers look good and the opportunity is there, get the property off the market and take control of it. The only way to do that with this is to purchase it. Take advantage of the 14 months to decide whether to keep the property or turn around and sell it. The chances of the property going down in 14 months is very slim. Worst case would be to break even. There would be no negative impact on the town in that case.

Lynda Gagne felt this is not a separate issue from many things before voters. She is concerned about the overall effect on taxes. Wondered if it is the time to do this.

David Breault felt we are on the right track as far looking for property for future use. The location is good but the property may not be right because of the slope in the back. The town should look into buying land and build to suit — this piece may not be the answer.

Liz Ferdina asked for clarification between the two proposals and what would happen if one didn't pass. Mr. Trexler explained that the only proposal before the voters was the Vaal property. If it does not pass, the building committee will come before the voters, probably at next years Town Meeting, with the one building concept. It will have a bond, probably with a longer duration.

Andy Lecompte liked the plan for the one-building concept. He felt that changing the lines of the Vaal property would lessen the beauty of the common if the town were to "get rid of" the house. Lois Pincince felt that by purchasing the property, then carving off the house we would be left with less than three acres for town use when the steep slope, ponds, etc are taken into account. Felt it was a very limited area of property and not efficient use of town money.

John Turner proposed the following **amendment**: *To direct the Selectmen to subdivide the Vaal property, maintain a right-of-way from School Street to the parcel, re-sell the four family dwelling and one acre for not less than \$400,000, and to incorporate the remaining land for the long-term center planning.*

Mr. Turner felt it would solve a number of problems. It maintains a historic home, gets us out of the landlord business and gets us into a nice chunk of land.

Mr. Mullen asked if the amendment was to replace Article VI or in addition to it. Mr. Turner suggested voting on the amendment first. If it is a yes vote on the amendment it would give Selectmen specific direction. He could then support Article VI.

Andy Radl felt we should not specify a value as we are not appraisers. Market should determine what the value is. Dan Gobin was not sure a subdivision was legal since the Vaal property only has 219 feet of frontage. He asked about zoning requirements that would have to be considered for the right-of-way. Selectman Graybill stated bank had stated we could do this and still maintain our bonding. As far as zoning, the town would probably be exempt from the zoning issue and could create a width for the frontage. Land would probably be downsized to about ½ acre that would give some latitude for the easement to go through.

Norman Roberge suggested defeating the amendment. The amendment would direct the Selectmen to sell the property. We would bond for the whole amount and sale of the property would remove all planning for the property as a whole. If the building were sold to a private individual, there is no guarantee it would remain in its historic state.

Theresa Williamson agreed more space is needed but there is other land available around town that should be considered. There is a lot in town that is 130 acres for about \$700,000.

Mr. Trexler had been informed by Jacques Belanger that the one acre wording of the amendment could be a problem because the area may not be suitable to handle a septic system for a four family dwelling. May need to sell it as a one family dwelling or take out the one-acre minimum and put something to the effect of minimum area suitable for septic for the four family.

Cheryl Taber asked why some the existing town land around the school is not usable. Mr. Trexler responded the steep grade would be a significant challenge. It would be costly and limiting.

Tom Cusano felt the price was high as it was appraised for its current and best use. If it was a vacant piece of land, it would be appraised at about two hundred to two hundred fifty thousand dollars. The house is being used as apartments that generate income. He is concerned about State laws regarding setbacks and buffers around the ponds and wetlands. We would be paying for a business for 14 months, paying for liability and losing tax revenue. There is no specific use for the land at this time. It does not make economic sense. He felt the presentation was not done in a clearly business sense and was slanted towards purchase of the property.

Heather Radl felt now might not be the right time but it is the only time we'll get. We should think with our hearts as to what we want Dunbarton to be like. As the community grows we need to work harder to bring it together. The value of the [Vaal] property is more than dollars. It's sledding on the pond and sledding on the slopes. The more we eat away at the footprint [of the town common] the less space there is for us to get together as a community.

Discussion on the amendment ended. The amendment was put before voters via show of hands.

#### **THE AMENDMENT FAILED.**

Discussion returned to the main motion. Michaela Blanchette joked that she had 7 acres and the town could have it for half the price. She feels the Vaals have a beautiful home and the center of town is gorgeous just the way it is. She does not want to add to the library, buy the Vaals house for \$650,000, vote on 2.2 million dollars for an addition. She would like to get a price on how to renovate the town hall we have now, put an elevator in, put the library upstairs, fix up the town hall. The Vaal house needs to stay the way it is. She added she didn't want to see Robert Rogers Road straightened.

Mary Lavalley asked what the highest and best use of the property was according to the appraisal. Mr. Graybill responded the appraisal was based on the income the property produced and the subject had been addressed earlier in the discussion. Ms. Lavalley felt since the property would no longer be revenue-producing it was not worth that much to the town. Selectman Kennedy responded that the appraisal was also done so we could adequately present to the bank. The bank understood that we did not want to go into the rental business. They accepted the appraisal. Ms. Lavalley does not feel the town is the correct buyer for the property.

Bruce Courtney asked what is planned for the existing town office if we go with the "one building" plan. Mr. Trexler responded that the committee does not yet have a purpose assigned for the existing building. They looked at the cost to fix the building up and to add on to it for future needs and determined that the cost was exorbitant. This is why they looked towards other options. The building has challenges. It is embedded in the cemetery – some of the graves are five feet from the building. The building has structural problems, needs a new foundation, wiring, heat system, plumbing, ADA accessibility. Its linear orientation does not lend itself well to efficient town office use. It will take a community discussion to decide what will happen to the building. Possibly could be restored at one point. The principal would like to have it used for a pre-school. When the committee brainstormed potential uses they considered the building could be moved to the Vaal property and used for the beginning of the library. This could rescue the building and provide more space for the library. This is for the townspeople to decide.

Liz Ferdina asked if the land as it exists is used as collateral for the bond, are there any restrictions on what we can do with the building until the bond is paid off. Mr. Trexler stated the bank had no problem with this. Also, if the town carved off part of the property and sold it, they would be permitted to pay off portions of the bond in advance.



The Moderator reminded voters that Article VI is a bond issue over \$100,000 and by state statute requires a secret ballot with polls open for at least one hour, and 2/3 affirmative vote to pass.

**(By Secret Ballot) The article FAILED YES: 71 NO: 212 ABSTAIN: 1**

*Note: Discussion on Article VII began when the majority of voters passed through the polls.*

**ARTICLE VII:** To raise such sums of money as may be necessary to defray town charges for the ensuing year and make appropriations of the same in the amount as follows:

Executive	\$84,019
Elections, Registration & Vital Stats	33,200
Financial Administration	75,472
Audit	12,545
Assessor	25,050
Legal Expenses	31,650
Personnel Administration	127,816
Planning & Zoning	23,150
General Govt Buildings	36,770
Cemeteries	14,380
Insurance	21,000
Police	206,065
Fire	64,315
Building Inspection	58,050
Emergency Management	800
Highway Department	433,640
Solid Waste Expenses & Disposal	178,805
Pest Control	3,550
Home Nursing Services	1,576
Community Action Program	1,616
Welfare	8,000
Parks & Recreation	10,050
Memorial Day	500
KTFCFA	300
Historical Society	750
Library	66,690
Conservation Commission	590
	<u>\$1,520,349</u>

The Selectmen recommend the passage of this article.

Selectman Charles Graybill made the motion that the article be accepted as read. He stated that the budget reflected an increase of \$ 192,288 (14.5%). He summarized the changes in each category:

Executive \$9,232 (12.3% increase) to reflect increased hours to cover work load for part time temporary office help. Elections \$2,602 (8.5% increase) increased hours for Deputy Town Clerk. Financial Administration \$16,491 (23.1% increase) increased audit charge by Town CPA firm of \$7,745; Selectmen budgeted \$ 10,000 for a State mandated fixed asset accounting program to assess valuation to all Town

Owned assets (roads, buildings, vehicles, etc); \$4,800 to hire CPA audit of direction Town takes on fixed asset accounting for audit purposes and guidance. Assessing \$4,000 (19% increase) contract increase for appraisal services. Legal \$15,250 (32.5% decrease) which had been budgeted in argue utility valuations. This had been settled in 2003 so money reverted back to Town. Personnel Administration \$33,487 (35.5% increase). Category includes FICA, health insurance and other deductions made on various employees. Full year cost for full time police officer [approved at 2003 Town Meeting] and full time secretary for police and building departments. Planning and Zoning \$13,975 (152.3% increase). With anticipated development building in town, Selectmen created a quasi-position to take Planning, Zoning, Building Inspector and Health Officer and place under one person who will attend all meetings and address building and health issues. Anticipate increased number of hearings. We are now collecting 100% of fees for building, planning, and zoning. Government Buildings \$ 4,390 (10.7% decrease) to reflect reduced building maintenance cost in Town Office buildings until decision is made on direction Town will take on Town Office buildings. Cemetery \$6,740 increase (88.2% increase) - \$1,040 mowing bid increase, \$1,100 fence repair at Pages Corner, \$4,500 Center Cemetery - back section will be opened, Highway Department will put road system through, firm will be hired to pre-mark new section to establish a system for the way lots will be set up. Insurance – no change. Police Department \$ 73,705 (55.7% increase) to reflect first full year for Master Patrolman Connelly (\$54,000), \$2,000 overtime and 4% cost of living increase. \$8,027 for Chief Nelson (3% increase) to reflect change in method of funding his retirement program. In the past, this amount had been shown in Personnel Administration area. It is now reflected in the Police Department line instead. Fire Department \$7,934 (14.1% increase) - \$2,000 point quota system increase to bring us up to \$8,500. Will be capped at \$10,000 next year. \$1,784 mutual aid compact increase (hazmat fees, dispatcher) \$2,500 dry hydrant repairs (reflects matching funds) \$1,000 for Chief to compensate for all administrative chores done on his own time. [noted that our ambulance fund established last year has a balance of about \$15,000. Thanks to arrangements made by the Fire Chief, we are now being compensated via insurance policies of people transported to hospitals. Anticipate being able to buy a new ambulance with these funds at some point in time]. Building Inspection \$30,690 (112% increase) - \$3,340 increased secretarial hours to 18 per week; \$ 25,200 increased hours for Building Inspector, assistant and anticipated new hire. \$1550 furniture. Emergency Management – no change. Highways and Streets \$6,222 (1.5% increase) – budgeted \$20,000 for a chipper to haul behind town truck to clean up brush. Programs planned for 2004 to cover: Black Brook Road (turn Faustini's corner to a "T" intersection vs. 45° angle), address curve at entrance to pond area at Gorham Pond Road, put top coat on recycle center, fix Twist Hill Road from Goffstown Town Line north to where culvert was replaced last year, site work at town shed for new salt shed, replace culverts at Rangeway, Long Pond, and Tenney Hill Roads. Solid Waste Disposal \$14,144 (8.6% increase) – reflects \$11,600 department maintenance to include new cap for truck (\$7600) and fork lift maintenance. Animal Control \$550 (18.3% increase). Health Agencies – no change. Welfare \$500 (6.7% increase). Parks and Recs - \$8,345 (9.6% decrease). Library - \$5,080 (8.2% increase). Historical Awareness Committee \$ 12,500 decrease for program for upcoming book. Conservation Commission – no change.

The floor was opened to discussion. Richard Michener noted that last year we raised \$61,000 for the Library, this year we are raising \$66,690 and the [library] report shows the library has \$79,000 in investments. He asked why there is a bank account for the library for that amount of money. Library Trustee Norman Roberge responded that the library is a board that is totally independent of the town. They administer their own checking and savings and maintain library expenses. The Town supports the library and the savings fund covers emergency expenses that may exceed the budget. Mr. Michener asked why some of the money needed to run the library didn't come out of the \$79,000. Mr. Roberge responded that the town is responsible for the ongoing expenses that support the library and the library's savings support some capital improvements.



Mr. Graybill pointed out that taking the total yearly budget, including all warrant articles (except Article XI to raise \$20,000), apply the surplus as indicated in the three appropriate warrant articles, offset tax rate using \$150,000 of additional surplus the overall effect on tax rate if everything were to pass would be approximately 45 cents per thousand. There was no further discussion. The article PASSED.

**ARTICLE VIII:** The motion was made by Timothy Terragni to see if the town will vote to raise and appropriate from surplus the sum of \$50,000 to be added to the Capital Reserve Fund, pursuant to RSA 35 for the future revaluation of the town. The Selectmen recommend the passage of this article.

Mr. Terragni stated that this is the second installment towards the revaluation in 2005. The Selectmen recommend passage of this article. There was no discussion. The article PASSED.

**ARTICLE IX:** The motion by Selectmen Steven Kennedy to see if the town will vote to raise and appropriate from surplus the sum of \$25,000 to be added to the Capital Reserve Fund, pursuant to RSA 35, for the future construction of an environmentally safe road salt storage building. The Selectmen recommend the passage of this article.

Mr. Kennedy reminded voters that these funds would be added to the funds already established for the future construction of a salt shed. Town is currently reviewing construction alternatives to this area. The floor was open to discussion. Kim Vaillancourt asked if there would be a request for an additional \$25,000 next year and asked if there was a cap on this. Mr. Kennedy reiterated that the town is in the process of evaluating various construction sheds that would provide utility for what they have in mind for the salt mixture. Under the present situation, they feel \$50,000 will meet that need, however in the event they find the construction materials or scope of the work is inadequate; they will request the appropriate amount from the town. Ms. Vaillancourt asked if at the end of this year they would have an evaluation of how much that will cost. Mr. Kennedy responded that they have an evaluation of approximately \$50,000 to build the salt retaining shed that they feel is adequate to meet the needs of the town. There was no further discussion. The article PASSED.

**ARTICLE X:** The motion by Fire Chief Jonathan Wiggin to see if the town will authorize the Selectmen to enter into a five year lease purchase agreement for the purpose of leasing a fire engine and to raise and appropriate the sum of \$54,000 from surplus for the first payment of the lease. This lease agreement contains an escape clause. The Selectmen recommend the passage of this article.

Mr. Wiggin stated that we currently have a 25 year piece of equipment (engine) that had been approved at the 1978 Town Meeting and delivered in 1979. It meets no current manufacturer safety standards. It takes between 8 months and a year to get a truck ordered and delivered. If the article passes, we would get the new truck around the first of next year. He gave a breakdown of the apparatus we currently have. The town has four main pieces: two engines and two tankers. The tankers have small pumps on them and very little equipment. They carry most of our water. Both tankers are in very good condition. Our engines carry all equipment and have large capacity pumps. They are the most important pieces. Our newest truck is 13 years old and is in good condition but is starting to have some minor problems. The other engine is 25 years old. We need two engines because we live in a rural community, have no pressurized hydrants, no municipal water system. Our water comes from ponds, sisterns, brooks, etc. Hydrants in town are dry hydrants. They are connected to a static water supply and water must be pumped from them. One engine is always an "attack engine" at the scene; the second engine is a source or supply pumper. In a situation where there is a long driveway or a dead-end road where the Fire Department can only get one truck to the scene, a line would be laid in from the road the second engine would pump the water from the road to the fire. Two

dependable engines are needed to do this. A second engine is also needed as a back-up in the event of one being out of service. Currently there is no Capital Reserve Fund and no money saved for this purchase. The only feasible way to buy this new truck would be for the town to do a lease purchase. We would own the truck outright at the end of five years. We are looking at a plain truck but would like a few things such as one that will use foam. Also looking for a multi-seating vehicle. Engines today run low \$200,000's to \$400,000s. Ladder trucks are \$400,000 to \$700,000. Tall ladders are \$750,000 to \$1,000,000. We are looking \$250,000 but think they can come under a little. Considering demo's and production trucks. The floor was open to discussion.

Andy Radl asked about what the buy-out was and how expensive it would be if that were necessary. Mr. Wiggin responded that state law required that the clause be included when doing a lease purchase. He didn't have a buy-out figure at this time. The \$54,000 was based on borrowing \$250,000. The cost will be based on the amount we borrow and we have not yet started the lease process.

Liz Ferdina stated that the Town of Bow received a grant from the Homeland Security Fund and asked if we would be eligible to receive similar funding towards this. Mr. Wiggin responded that we applied to the Fire Grant Program for a grant for the whole amount of the truck but did not receive the money. We received \$43,000 last year that was used to purchase new breathing apparatus. There is some Homeland Security money available but not enough to cover the cost of the truck. There was no further discussion. The article PASSED.

*Note: Because Article XI is hinged on the results of Article VI, Article XI was postponed pending the outcome of the vote on Article VI.*

ARTICLE XII: The motion by Selectmen J.R. Swindlehurst III to see if the town will vote to raise and appropriate the sum of \$35,847 for the purpose of expanding the hours of the Transfer Station and to add one full time employee with benefits. The Selectmen recommend the passage of this article.

Mr. Swindlehurst stated that the transfer station is currently open 12 hours to the public and 9 ½ hours for the commercial haulers. The proposed new hours would be 32 hours to the public and 18 hours to the commercial haulers. (Tuesday, Wednesday, Thursday 10-6 and Saturday 8-4. Commercial Haulers 10-4) The transfer station is staffed with one full time and three part-time employees (one at 20 hours and two at 12 hours). The town would be better served by hiring a full time employee and increasing one part timer to 32 hours and second part timer for 12 hours. In 2001 the transfer station took on a major facelift. He thanked the Committee for taking on the project that needed a lot of foresight in predicting what the needs of the town would be. The opening of more hours was always in the future plan. He felt that with approximately 2,600 living in town, more open hours would eliminate residents waiting in line to dispose of their trash and recyclables. He noted that in November, the Master Plan Committee sent out a questionnaire which included the question regarding "Should the town do more to encourage recycling and if 'yes', in what manner?" 44% of the questionnaires were returned. Those who responded with a written response to that question overwhelming supported recycling and encouraged that the transfer station be open more days to promote recycling. He commended the staff at the transfer station, the volunteers who helped out and the 2001 Transfer Station Committee who re-energized the recycling effort in the town. Since 2001 the tonnage of recyclables has increased a total of approximately 315 tons this year. The tonnage sent to the incinerator was 1,060 tons in 2001 with 2,226 residents. In 2003 it dropped to 1,032 tons with 2,600 residents.

The floor was open to discussion. Denise Patten asked for clarification of the breakdown of the hours of 10AM to 6PM to the public and the haulers. Mr. Swindlehurst responded it would be open all day to the

public but the commercial haulers would be restricted to the daytime schedule. Ms. Patten stated that she is rarely home before 6PM. Having the transfer station open till 8:00 at least one night a week is very beneficial.

Pat Wood also commended the volunteers, but that for a \$36,000 increase she will wait in line to dispose of her trash. There was not further discussion. The article FAILED.

**ARTICLE XIII:** The motion was made by John Swindlehurst to see if the town will vote to raise and appropriate the sum of \$90 to be used as determined by the Town Forest Committee; the same to be withdrawn from the Winslow Town Forest Fund. The Selectmen recommend passage of this article. There was no discussion. **The article PASSED.**

**ARTICLE XIV:** The motion was made by Selectman J.R. Swindlehurst III to see if the town will vote to change the position of Road Agent from elected to appointed per RSA 231:62 and RSA 231:63 and to also authorize the Selectmen to establish a committee comprised of four residents and one selectman to establish a job description for this position.

Mr. Swindlehurst stated that position of Road Agent is an elected one which carries a three year term. The term of the current Road Agent, Jan VandeBogart will expire in 2005. Jan has told Selectmen that he is no longer going to run for the position. Selectmen feel this is an appropriate time to make the change. He reminded voters that at the previous Town Meeting, some people requested that the Board of Selectmen have more control over the Road Agent. This change would make the Road Agent an employee of the town and the Board of Selectmen would be direct supervisors. Employees would also come under the Town Employees policy unlike elected officials. The establishment of the committee would facilitate the layout of the job description and compensation schedule to be competitive in the employment market. It would address whether the position should be full time or part time, as well as if there is a need for a Department of Public Works which would oversee the roads, the transfer station, lawn mowing, cemetery care, etc. The floor was open to discussion.

Norman Roberge asked where the Selectmen stood on this article since there was no statement of recommendation for passage of the article. Mr. Swindlehurst responded that the law says that statement is only required on money articles. He stated that a few of years ago the Townspeople asked that they not do it on all the articles, so they are not doing it anymore. He added that the Selectmen feel it is the right time to do this.

Terry Francoeur asked what it would mean financially to the Town. Mr. Swindlehurst stated it would depend on what the committee recommended. Currently the Road Agent works part time at \$18 per hour. They are concerned that there is currently only one full time road employee and if he is working alone and is injured it could be awhile before a car comes along. Maybe it's something the committee would look into.

Dan Gobin asked what other towns do. Mr. Swindlehurst stated that the Town of Bow has a full time Road Agent and he thinks We are does too. Mr. Gobin clarified by asking if they were elected or if they reported to the Selectmen. Mr. Swindlehurst thought they were mostly employees – not elected. There was no further discussion. The raised voting cards were hand counted. The vote was tied at 100. Moderator Mullen stated that normally, the Moderator does not vote and could make or break the tie. If he does not vote, the article would be defeated. From his discussion with the Selectmen over a period of time, he felt it



was time to go for an appointed position. He cast his vote for yes, making the vote 101 YES to 100 NO. A recount was requested. **Final count was: YES 99, NO 105. The article FAILED.**

*Note: The results of ARTICLE VI were received at this point in the meeting. Article XI was brought before the voters.*

**ARTICLE XI:** The article was read by Moderator Fred Mullen: To see if the town will vote to raise and appropriate the sum of \$20,000 for the costs relating to the further development of plans to consolidate the Town Hall/Town Offices and Public Library into a single building or other options available. Selectmen Charles Grabill made the motion to accept the article as written.

He stated that this article conditional on the outcome of Article VI. With the failure of Article VI, Article XI will be withdrawn. He also stated the Building Committee will still continue to meet and work with the appropriate people and determine and modify the cost structure to present to the town at a future date a one building concept for the center common. There was no discussion. **ARTICLE XI WAS PASSED OVER BASED ON THE FAILURE OF ARTICLE VI.**

**ARTICLE XV:** The motion was made by Selectmen Charles Graybill to hear the reports of agents, auditors, committees, and other officers heretofore chosen and pass any vote relating thereto.

John R. Swindlehurst pointed out that page 7 of the Town Report incorrectly stated that he was Chairman of the Board of Assessors.

**ARTICLE XVI:** The motion was made by Selectman Charles Graybill to transact any other business that may legally come before this meeting. Town Clerk Linda Peters announced that her office will begin issuing dog licenses beginning March 16.

Polls for Official Ballot Voting were closed at 8:45<sup>PM</sup>. Meeting was adjourned at 10:20<sup>PM</sup>.

Note: 295 registered voters who were in attendance at Town Meeting voted on the preceding articles.

#### TOWN ELECTION RESULTS – MARCH 9, 2004

Number of names on the Checklist:	1,687
Number of ballots cast:	604

#### For Selectman for three years

Vote for ONE	Lynda C. Burnside	218
	“Mert” Mann	362

#### For Town Moderator for two years

Vote for ONE	“Fred” J. Mullen	545
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#### For Supervisor of the Checklist for six years

Vote for ONE	Alan Rockenbach	452
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#### For Tax Collector for three years

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Vote for ONE	Martha Rae	524
For Board of Assessors for three years		
Vote for ONE	Bryan H. Clark	291
	John Herlihy	262
For Trustee of the Trust Fund for three years		
Vote for ONE	William R. Jenkins	499
For Library Trustee for three years		
Vote for ONE	Tiffany E. Dodd	501
For Cemetery Trustee for three years		
Vote for ONE	Robert Josephson	200
	Richard Schaeffer	219
For Ethics Committee for three years		
Vote for ONE	Brigitte L. Cook	469

I certify that the preceding are the minutes and election results recorded on March 9, 2004 at the annual meeting held in the Town of Dunbarton.

Linda L. Peters  
Town Clerk

## TOWN WARRANT FOR 2005

THE STATE OF NEW HAMPSHIRE TO THE INHABITANTS OF THE TOWN OF DUNBARTON IN THE COUNTY OF MERRIMACK IN SAID STATE, QUALIFIED TO VOTE IN TOWN AFFAIRS. THE POLLS WITH BE OPEN MARCH 8, 2005 FROM 8:00 AM TO 7:00 PM OR UNTIL SUCH HOUR AS THE MODERATOR SHALL DETERMINE.

You are hereby notified to meet at the Dunbarton Community Center in said Dunbarton on Tuesday the Eighth day of March next at eight of the clock in the forenoon, and cast ballots from that hour until at least seven o'clock in the evening of said day for such town officers and school officers, as they may be listed on the ballots.

You are also notified to meet at the same place at seven o'clock in the evening of the same day to act upon the following subjects:

1. To choose all necessary town officers for the ensuing year.
2. Are you in favor of the adoption of Amendment No. 1, as proposed by the Dunbarton Planning Board for the Zoning Ordinance of the Town of Dunbarton, to amend the ordinance as follows (the proposed additions are underlined below):

To amend "Article 4. Use and Dimensional Regulations" to include revised and amended sections at: 1.) "C. Nonconforming Lots;" 2.) "D. Nonconforming Structures;" and to add new sub-section "d. Private Residential Wells." under section "A. Use Regulations," at sub-section "6. Supplemental Provisions -."

(Recommended by the Dunbarton Planning Board)  
(By Official Ballot)

These revisions establish new and reduced setbacks for older, nonconforming lots created prior to 1970; clarify the criteria for construction on such nonconforming lots; and clarify the conditions under which expansions and additions may be made to nonconforming structures.

It also allows for the controlled placement of wells, town-wide, in accordance with more specific Town requirements; allowing, however, for certain waivers in the event of pre-existing physical constraints on building sites.

The new criteria for nonconforming lots includes, but is not limited to: a) the requirement of a "certified plot plan" for new uses and construction; b.) emphasizes protection to individual and abutting properties; and c.) requires proof of conformance to all applicable Town and/or NH Dept. of Environmental Services requirements.

The entire text of the amendments and revisions to "Article 4. Use and Dimensional Regulations" is available for review at the Town Clerk's office and at the polling place.



3. To raise such sums of money as may be necessary to defray town charges for the ensuing year and make appropriations of the same in the amount as follows:

Executive	\$87,965
Elections, Registration & Vital Statistics	32,015
Financial Administration	64,722
Audit	7,800
Assessor	25,300
Legal Expenses	26,350
Personnel Administration	159,711
Planning & Zoning	25,900
General Government Buildings	40,000
Cemeteries	13,300
Insurance	22,000
Police	215,500
Fire	127,028
Building Inspection	67,115
Emergency Management	850
Highway Department	373,440
Solid Waste Expenses & Disposal	194,926
Pest Control	2,750
Home Nursing Services	1,576
Community Action Program	1,616
Welfare	17,500
Parks & Recreation	9,050
Memorial Day	700
KTFCA	300
Historical Society	800
Hearse Restoration & Preservation	2,000
Library	70,690
Conservation Commission	590

\$1,591,494 \*

\* This appropriation to be offset with \$76,961 from surplus.

The Selectmen recommend the passage of this article.

4. To see if the town will vote to raise and appropriate from surplus the sum of \$43,950.00 for the purchase of equipment for the Fire Department and to authorize the Selectmen to accept a Federal Grant in the amount of \$39,555.00 for this purpose. The Selectmen recommend the passage of this article.

5. To see if the town will vote to withdraw \$4,250.00 from the Fire Department Equipment non-lapsing special revenue fund to be used for the purchase of computer software to upgrade the present defibrillator system and for the purchase of an incident reporting software program. The Selectmen recommend the passage of this article.

6. To see if the town will vote to raise and appropriate the sum of \$11,625.00 for milfoil control at Gorham Pond and to authorize the Selectmen to accept a grant from the State of New Hampshire in the amount of \$4,068.75, known as the milfoil control grant, with the balance of \$7,556.25 to be taken from the Conservation Fund. The Selectmen recommend the passage of this article.

7. To see if the town will authorize the Planning Board to prepare and amend a recommended program of capital improvement projects projected over minimum periods of six years in accordance with RSA 674:5-8 and to raise and appropriate from surplus the sum of \$15,000.00 for the following:
  - a. Establish a Capital Improvements Program. (In future years, cost to maintain this program will be budgeted in the Planning Board operating budget.)
  - b. Perform a Build Out Study & Housing Inventory.
  - c. Update the Subdivision Regulations and the Zoning Ordinance.
8. To see if the town will vote to raise and appropriate from surplus the sum of \$25,000.00 to be added to the Capital Reserve Fund, pursuant to RSA 35 for the future construction of an environmentally safe road salt storage building and to appoint the Board of Selectmen as agents to administer the funds. The Selectmen recommend the passage of this article.
9. To see if the town will vote to raise and appropriate the sum of \$108.68 to be used as determined by the Town Forest Committee; the same to be withdrawn from the Winslow Town Forest Fund. The Selectmen recommend the passage of this article.
10. To see if the town will vote to raze the buildings acquired as a result of the town's purchase of the N. J. Nassikas lands and fold the surrounding property into the Kimball Pond Conservation Area, when the town determines it is no longer in the best interest of the town to rent the buildings.
11. To see if the town will vote to change the status of Whipple Road from a Class VI Town Road to a Class A Trail. Whipple Road is a two-rod road established in 1826 which begins at the northernmost intersection of Robert Rogers and County Road, bordering the LaBranche and Amarosa properties, and runs through the Kimball Pond Conservation Area to Kimball Pond Road. A Class A Trail is a full public right-of-way subject to public trail use restrictions. Abutting landowners are exempt from public trail use restrictions and may use the right-of-way for agriculture, forestry or to access buildings or structures existing prior to its designation as a trail, per N.H. RSA 231-A:1.
12. To hear the reports of agents, auditors, committees, and other officers heretofore chosen and pass any vote relating thereto.
13. To transact any other business that may legally come before this meeting.





# Town of Dunbarton Annual Report

MS-6

Budget - Town/City of DUNBARTON, N.H. FY 2005

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (RECOMMENDED)	Appropriations Ensuing FY (NOT RECOMMENDED)
GENERAL GOVERNMENT			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4130-4139	Executive		84,019.00	80,838.09	87,965.24	
4140-4149	Election, Reg. & Vital Statistics		33,200.00	30,235.36	32,015.00	
4150-4151	Financial Administration		113,067.00	94,535.66	97,822.00	
4152	Revaluation of Property			37,707.63		
4153	Legal Expense		31,650.00	21,122.14	26,350.00	
4155-4159	Personnel Administration		127,816.37	126,045.70	159,710.96	
4191-4193	Planning & Zoning		23,150.00	18,607.43	25,900.00	
4194	General Government Buildings		36,770.00	31,236.48	40,000.00	
4195	Cemeteries		14,380.00	8,245.44	13,300.00	
4196	Insurance		21,000.00	20,762.65	22,000.00	
4197	Advertising & Regional Assoc.					
4199	Other General Government					
PUBLIC SAFETY			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4210-4214	Police		206,065.00	205,037.26	215,500.00	
4215-4219	Ambulance					
4220-4229	Fire		64,315.00	55,562.78	127,028.00	
4240-4249	Building Inspection		58,050.00	48,896.49	67,115.00	
4290-4298	Emergency Management		800.00	0.00	850.00	
4299	Other (Incl. Communications)					
AIRPORT/AVIATION CENTER			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4301-4309	Airport Operations					
HIGHWAYS & STREETS			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4311	Administration					
4312	Highways & Streets		* 448,640.00	* 351,565.47	373,440.00	
4313	Bridges					
4316	Street Lighting					
4319	Other					
SANITATION			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4321	Administration					
4323	Solid Waste Collection					
4324	Solid Waste Disposal		178,805.00	178,020.62	194,926.00	
4325	Solid Waste Clean-up					
4326-4329	Sewage Coll. & Disposal & Other					

\*Includes Funds Carried Forward from the year 2003

MS-6  
Rev. 07/02

MS-6 Budget - Town/City of DUNBARTON, NH FY 2005

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (RECOMMENDED)	Appropriations Ensuing FY (NOT RECOMMENDED)
WATER DISTRIBUTION & TREATMENT			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4331	Administration					
4332	Water Services					
4335-4339	Water Treatment, Conserv. & Other					
ELECTRIC			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4351-4352	Admin. and Generation					
4353	Purchase Costs					
4354	Electric Equipment Maintenance					
4359	Other Electric Costs					
HEALTH			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4411	Administration					
4414	Pest Control		3,550.00	1,280.50	2,750.00	
4415-4419	Health Agencies & Hosp. & Other		3,192.00	3,192.00	3,192.00	
WELFARE			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4441-4442	Administration & Direct Assist.					
4444	Intergovernmental Welfare Payments					
4445-4449	Vendor Payments & Other		8,000.00	34,534.11	17,500.00	
CULTURE & RECREATION			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4520-4529	Parks & Recreation		10,050.00	8,550.00	9,050.00	
4550-4559	Library		66,690.00	66,690.00	70,690.00	
4583	Patriotic Purposes		500.00	719.70	700.00	
4589	Other Culture & Recreation		* 13,550.00 *	13,250.00	3,100.00	
CONSERVATION			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4611-4612	Admin. & Purch. of Nat. Resources					
4619	Other Conservation		590.00	608.79	590.00	
4631-4632	REDEVELOPMENT & HOUSING					
4651-4659	ECONOMIC DEVELOPMENT					
DEBT SERVICE			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4711	Princ.-Long Term Bonds & Notes					
4721	Interest-Long Term Bonds & Notes					
4723	Int. on Tax Anticipation Notes					
4790-4799	Other Debt Service					

\* Includes Funds Carried Forward from the year 2003



MS-6 Budget - Town/City of DUNBARTON, N.H. FY 2005

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (RECOMMENDED)	Appropriations Ensuing FY (NOT RECOMMENDED)
CAPITAL OUTLAY			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4901	Land					
4902	Machinery, Vehicles & Equipment		54,000.00	54,000.00		
4903	Buildings					
4909	Improvements Other Than Bldgs.		* 60,813.00	* 21,293.00		
OPERATING TRANSFERS OUT			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4912	To Special Revenue Fund					
4913	To Capital Projects Fund					
4914	To Enterprise Fund					
	Sewer-					
	Water-					
	Electric-					
	Airport-					
4915	To Capital Reserve Fund		75,000.00	75,000.00		
4916	To Exp.Tr.Fund-except #4917					
4917	To Health Maint. Trust Funds					
4918	To Nonexpendable Trust Funds					
4919	To Agency Funds					
SUBTOTAL 1			1,737,662.37	1,587,537.20	1,591,494.20	

If you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warrant Art. #	Amount			
4902	10	54,000.00			
4909	11	20,000.00			
4909	13	90.00			
4915	8	50,000.00			
4915	9	25,000.00			
4909	10 (2003)	4,334.00			
4909	12 (2003)	36,389.00			

\*Includes Funds Carried Forward from the year 2003

MS-6 Budget - Town/City of DUNBARTON, NH

FY 2005

**\*\*SPECIAL WARRANT ARTICLES\*\***

Special warrant articles are defined in RSA 32:3.VI, as appropriations: 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriation to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (RECOMMENDED)	Appropriations Ensuing FY (NOT RECOMMENDED)
4903	SALT SHED	8			25,000.00	
SUBTOTAL 2 RECOMMENDED			XXXXXXXXXX	XXXXXXXXXX	25,000.00	XXXXXXXXXX

**\*\*INDIVIDUAL WARRANT ARTICLES\*\***

"Individual" warrant articles are not necessarily the same as "special warrant articles". Individual warrant articles might be negotiated cost items for labor agreements or items of a one time nature you wish to address individually.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (RECOMMENDED)	Appropriations Ensuing FY (NOT RECOMMENDED)
4902	FIRE DEPT. EQUIPMENT	4			43,950.00	
4909	FIRE DEPT. EQUIP. FUND	5			4,250.00	
4909	MILFOIL	6			11,625.00	
4909	CIP PROJECTS	7			15,000.00	
4909	WINSLOW TN. FOREST	9			108.68	
4909						
SUBTOTAL 3 RECOMMENDED			XXXXXXXXXX	XXXXXXXXXX	74,933.68	

MS-6 Budget - Town/City of DUNBARTON, N.H. FY 2005

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art. #	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>TAXES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3120	Land Use Change Taxes		50,000.00	104,531.63	75,000.00
3180	Resident Taxes				
3185	Timber Taxes		10,000.00	9,468.25	10,000.00
3186	Payment in Lieu of Taxes				
3189	Other Taxes				
3190	Interest & Penalties on Delinquent Taxes		30,000.00	21,566.44	25,000.00
	Inventory Penalties				
3187	Excavation Tax (\$.02 cents per cu yd)		150.00	120.00	150.00
<b>LICENSES, PERMITS &amp; FEES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3210	Business Licenses & Permits		100.00	765.00	500.00
3220	Motor Vehicle Permit Fees		427,500.00	474,251.50	472,500.00
3230	Building Permits		25,000.00	39,732.73	30,000.00
3290	Other Licenses, Permits & Fees		6,000.00	7,129.00	6,500.00
3311-3319	<b>FROM FEDERAL GOVERNMENT</b>				
<b>FROM STATE</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3351	Shared Revenues		5,000.00	17,075.00	10,000.00
3352	Meals & Rooms Tax Distribution		68,000.00	150,066.29	68,000.00
3353	Highway Block Grant		68,933.00	68,932.94	74,241.00
3354	Water Pollution Grant				
3355	Housing & Community Development				
3356	State & Federal Forest Land Reimbursement		1,300.00	1,665.00	1,500.00
3357	Flood Control Reimbursement		72,960.00	0.00	72,960.00
3359	Other (Including Railroad Tax)-Grants		0.00	0.00	43,624.00
3379	<b>FROM OTHER GOVERNMENTS</b>				
<b>CHARGES FOR SERVICES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3401-3406	Income from Departments		50,000.00	82,441.00	60,000.00
3409	Other Charges - Recycling & C&D Income			24,674.00	15,000.00
<b>MISCELLANEOUS REVENUES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
3501	Sale of Municipal Property		1,000.00	2,740.00	1,000.00
3502	Interest on Investments		3,000.00	3,508.16	3,000.00
3503-3509	Other - Rental of Town Property & Insurance Rev		10,400.00	5,905.28	6,000.00



MS-6 Budget - Town/City of DUNBARTON, N.H. FY 2005

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
INTERFUND OPERATING TRANSFERS IN			xxxxxxxx	xxxxxxxx	xxxxxxxx
3912	From Special Revenue Funds				11,806.00
3913	From Capital Projects Funds Revaluation			37,707.53	
3914	From Enterprise Funds				
	Sewer - (Offset)				
	Water - (Offset)				
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds				
3916	From Trust & Agency Funds		1,500.00	90.49	1,108.68
OTHER FINANCING SOURCES			xxxxxxxx		xxxxxxxx
3934	Proc. from Long Term Bonds & Notes				
	Amount VOTED From F/B ("Surplus")		129,000.00	129,000.00	121,356.00
	Fund Balance ("Surplus") to Reduce Taxes		0.00	0.00	
TOTAL ESTIMATED REVENUE & CREDITS			959,843.00	1,181,370.24	1,109,245.68

## \*\*BUDGET SUMMARY\*\*

	Prior Year	Ensuing Year
SUBTOTAL 1 Appropriations Recommended (from page 4)		1,591,494.20
SUBTOTAL 2 Special Warrant Articles Recommended (from page 5)		25,000.00
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 5)		74,933.68
TOTAL Appropriations Recommended		1,691,427.88
Less: Amount of Estimated Revenues & Credits (from above)		1,109,245.68
Estimated Amount of Taxes to be Raised		582,182.20

## COMPARATIVE STATEMENT OF ESTIMATED AND ACTUAL REVENUES

FOR THE YEAR ENDED DECEMBER 31, 2004

	<u>ANTICIPATED</u>	<u>ACTUAL</u>	<u>EXCESS OR DEFICIENCY</u>	<u>ESTIMATED REV. 2005</u>
Land Use Change	\$ 50,000	\$ 104,532	\$ 54,532	<b>\$75,000</b>
Excavation Tax	150	120	(30)	<b>150</b>
Yield Taxes	10,000	9,468	(532)	<b>10,000</b>
Interest & Penalties on Taxes	30,000	21,566	(8,434)	<b>25,000</b>
Business Licenses & Permits	100	765	665	<b>500</b>
Motor Vehicles Permits	420,000	466,199	46,199	<b>465,000</b>
Motor Vehicles Decals	7,500	8,053	553	<b>7,500</b>
Building Permits	25,000	39,733	14,733	<b>30,000</b>
Other Licenses, Permits & Fees	6,000	7,129	1,129	<b>6,500</b>
Shared Revenues	5,000	17,075	12,075	<b>10,000</b>
Highway Block Grant	68,933	68,933	0	<b>74,241</b>
Federal Forest	1,300	1,665	365	<b>1,500</b>
Flood Control Land	72,960	-	(72,960)	<b>72,960</b>
Inter-Govt. Revenue-Rooms & Meals Tax	68,000	150,066	82,066	<b>68,000</b>
Grant Revenues-Fire Dept. & Milfoil	-	-	-	<b>43,624</b>
Income From Departments	50,000	82,441	32,441	<b>60,000</b>
Recycling & C&D Income		24,674	24,674	<b>15,000</b>
Sale of Town Property	1,000	2,740	1,740	<b>1,000</b>
Interest on Investments	3,000	3,508	508	<b>3,000</b>
Rental of Town Property	5,400	4,950	(450)	<b>5,000</b>
Insurance Revenue	5,000	955	(4,045)	<b>1,000</b>
From Trusts and Agency Funds	1,500	90	(1,410)	<b>1,000</b>
Fund Surplus	50,000	-		<b>50,000</b>
<b>TOTALS</b>	<b>\$880,843</b>	<b>\$1,014,662</b>	<b>\$183,819</b>	<b>\$1,025,975</b>

# COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES 2004

	Brought Forward	2004 Budget	2004 Expended	2004 Unexp	2004 Overdraft	Forward to 2005	Proposed 2005
Executive		\$ 84,019	\$ 80,838	3,181			\$87,965
Elections, Registration & Vital Stats		33,200	30,235	2,965			32,015
Financial Administration		65,472	60,500	4,972			64,722
Audit		22,545	10,092	1		12,452	7,800
Assessor		25,050	23,944	1,106			25,300
Legal Expenses		31,650	21,122	10,528			26,350
Personnel Administration		127,816	126,046	1,770			159,711
Planning & Zoning		23,150	18,607	4,543			25,900
General Government Bldgs.		36,770	31,236	5,534			40,000
Cemeteries		14,380	8,245	6,135			13,300
Insurance		21,000	20,763	237			22,000
Police		206,065	205,037	1,028			215,500
Fire		64,315	55,563	8,752			127,028
Building Inspection		58,050	48,896	9,154			67,115
Emergency Mgt.		800	0	800			850
Highway Department	15,000	433,640	351,565	97,075			373,440
Solid Waste Exp. & Disposal		178,805	178,021	784			194,926
Pest Control		3,550	1,281	2,269			2,750
Home Nursing & CAP		3,192	3,192	0			3,192
Welfare		8,000	34,534		26,534		17,500
Parks & Recreation		10,050	8,550	1,500			9,050
Memorial Day & Historical Comm.	12,500	1,250	13,970		220		1,500
Kuncanowet Town Forest		300	0	300			300
Hearse Restoration & Preservation							2,000
Library		66,690	66,690	0			70,690
Conservation Commission		590	609		19		590
<b>Sub-Total</b>	<b>\$ 27,500</b>	<b>\$ 1,520,349</b>	<b>\$ 1,399,536</b>	<b>\$162,634</b>	<b>\$26,773</b>	<b>\$ 12,452</b>	<b>\$1,591,494</b>
					<b>Offset from Surplus</b>		<b>-76,961</b>
Town Hall/Tn.Off.Plans	4,334	-	4,033	301			
Master Plan 2003	36,389		17,170	19,219			
Fire Truck - 2004		54,000	54,000				
Revaluation Cap. Res 2004		50,000	50,000				
Salt Storage Bldg. 2004		25,000	25,000				
Town Hall/Tn.Off.Plans-2004		20,000	-	20,000			
Winslow Town Forest Reimb.		90	90				
<b>GRAND TOTALS</b>	<b>\$68,223</b>	<b>\$ 1,669,439</b>	<b>\$ 1,549,829</b>	<b>\$ 202,154</b>	<b>\$26,773</b>	<b>\$ 12,452</b>	<b>\$ 1,514,533</b>

Articles Proposed on 2005 Town Warrant:

From Surplus	\$44,395
From Fire Dept. Fund	4,250
From Conservation Fund	7,556
From Winslow Town Forest	109

<b>Total to be raised from Taxes</b>	<b>\$1,514,533</b>
--------------------------------------	--------------------

## 2004 TAX RATE

### FORMULATION OF 2004 TAX RATE

#### Town Portion

Appropriation	\$ 1,649,439
Less: Revenues	(976,230)
Less: Shared Revenue	(5,993)
Add: Overlay	4,659
War Service Credits	14,700
	<u>14,700</u>

Net Town Appropriation \$ 686,575

Approved Town/City Tax Effort \$ 686,575  
Municipal Tax Rate \$ 4.14

#### School Portion

Due to Local School	\$ 3,642,735
Less: Adequate Education Grant	(526,505)
Less: State Education Taxes	(680,674)
	<u>(680,674)</u>

Approved School Tax Effort \$ 2,435,556  
Local Education Tax Rate \$ 14.68

#### **State Education Taxes**

Equalized Valuation (no utilities) x \$3.33  
204,406,662 \$ 680,674  
Divide by Local Assessed Valuation (no utilities)  
151,111,200 \$ 4.50

#### County Portion

Due to County	\$ 534,681
Less: Shared Revenue	(2,017)
	<u>(2,017)</u>

Approved County Tax Effort \$ 532,664  
Country Tax Rate \$ 3.21

#### Combined Tax Rate

\$ 26.53

Total Property Taxes Assessed: \$ 4,335,469  
Less: War Service Credits (14,700)  
Total Property Tax Commitment \$ 4,320,769

### Proof of Rate

<u>Net Assessed Valuation</u>		<u>Tax Rate</u>	<u>Assessment</u>
State Education Tax	\$ 151,111,200	\$ 4.50	\$ 680,674
All Other Taxes	\$ 165,931,400	\$ 22.03	\$3,654,795
			<u>\$4,335,469</u>



## INVENTORY OF TOWN PROPERTY

### SCHEDULE OF TOWN PROPERTY AS OF DECEMBER 31, 2004

Town Hall, Land & Buildings	\$ 388,000
Library/Furniture, Equipment & Books	265,000
Town Office Bldg., Land & Buildings	130,000
Furniture & Equipment	80,000
Police Department, Equipment & Vehicles	175,000
Fire & Police Department, Land & Buildings	315,360
Fire Department Equipment	676,000
Highway Department, Land & Buildings	140,000
Equipment	200,000
Materials and Supplies	18,000
School, Land & Buildings	2,507,600
Equipment	590,000
Transfer Station/Recycling Center, Land & Bldg.	96,200
Equipment	192,500
Kimball Pond Property-Rental Building	64,500

### LANDS AND BUILDINGS ACQUIRED - TAX COLLECTOR'S DEEDS

C5-1-7, C5-1-8	15.5 acres	15,163
I3-3-16	13.0 acres	12,539
A2-1-2	4.8 acres	1,385
E5-1-7	4.4 acres	1,312
C5-2-3	19.0 acres	21,870
C5-2-5	7.8 acres	9,112
E2-1-5	7.3 acres	6,196
All other Property and equipment		
Town Forest, Kuncanowet, & Conservation Commission		3,623,495
Historical Society		202,225
		<hr/>
<b>TOTAL</b>		<b>\$ 9,731,457</b>

### SUMMARY INVENTORY OF TAXABLE VALUATION FOR THE YEAR 2004

Land Improved & Unimproved	
Buildings	151,619,100
Public Utilities	14,820,200
 TOTAL VALUATION BEFORE EXEMPTIONS	 \$ 166,439,300
 Less Exemptions to Certain Elderly	 507,900
 NET VALUATION ON WHICH TAX RATE IS COMPUTED	 <u>\$ 165,931,400</u>

## 2004 BALANCE SHEET

### ASSETS

#### CASH AVAILABLE FOR CURRENT EXPENSES:

Custody of Treasurer, 12/31/2004	1,892,323
Conservation Commission Funds, 12/31/2004	151,956
Dare Program, 12/31/04	291
Bond Jay Drive, 12/31/03	20,716
Bond North Woods Road 12/31/04	37,276
Bond Caleb's Way 12/31/03	2,424
Bond Jacqueline Drive 5/28/04	10,101
Bond Stinson Heights 9/15/04	10,043
Bond Natalie Drive 12/31/04	192,500
Bond Arce Driveway 6/2/04	2,014
Ambulance Fund, 12/31/04	33,339
Petty Cash	150

#### CAPITAL RESERVE FUNDS IN CUSTODY OF

##### TRUSTEES OF TRUST FUNDS:

Capital Reserve:Bldg. Repair	6,559	
Capital Reserve: Land Purchase	37,559	
Capital Reserve: Ravaluation	73,320	
Capital Reserve: Salt Shed	50,479	
Winslow Town Forest	11,109	
Cemetery-Perpetual Care	28,976	
Cemetery-Maintenance Care	12,268	
		220,270

#### OTHER ACCOUNTS DUE TOWN:

Open Receivables	79,610	
		79,610
Uncollected Taxes	206,174	
Unredeemed Taxes	38,825	
		244,999

#### TOTAL ASSETS

2,898,012

### LIABILITIES:

#### LIABILITIES OWED BY THE TOWN:

Reserved for Encumbrances	12,452	
Due to School District	1,486,230	
Due Lease agreements on trucks	76,961	
		1,575,643

#### OTHER LIABILITIES:

Unexpended Capital Reserve & Trust Funds	220,270	
Unexpended Conservation Commission Funds	460,810	
and other funds in hands of Treasurer		681,080

#### TOTAL LIABILITIES (Before Surplus)

2,256,723

#### SURPLUS

641,289

#### TOTAL LIABILITIES AND SURPLUS

2,898,012

NOTE: This report was prepared prior to completion of the 2004 audit.

## SUMMARY OF THE TREASURER'S ACCOUNTS

Fiscal Year Ended December 31, 2004

### TOWN OF DUNBARTON

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Cash on Deposit December 31, 2003	\$ 1,275,809.08
Receipts 1/1/04 to 12/31/04	\$ 5,512,938.88
Interest on Investments	\$ 3,508.16
Total	\$ 6,792,256.12
Disbursements 1/1/04 to 12/31/04	\$ (4,899,933.11)
Cash on Hand December 31, 2004	\$ 1,892,323.01

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### CONSERVATION COMMISSION

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Balance as of December 31, 2003	\$ 34,675.90
Current Use Penalties	\$ 117,196.63
Interest Revenue	\$ 615.81
Expenses	\$ (896.28)
Donations	\$ 364.39
Balance as of December 31, 2004	\$ 151,956.45

## SUMMARY OF THE TREASURER'S ACCOUNTS

Fiscal Year Ended December 31, 2004

### ROAD BOND

Bond Receipt Jay Drive 12/31/03	\$	27,648.14
Interest	\$	68.29
Disbursement 10/06/04	\$	(7,000.00)
Balance as of December 31, 2004	\$	20,716.43
Bond Receipt Keefe 12/31/03	\$	5,010.43
Interest	\$	265.18
Deposit 5/04	\$	28,000.00
Balance as of December 31, 2004	\$	37,275.61
Bond Receipt Cabel's Way 12/31/03	\$	2,400.00
Interest	\$	23.59
Balance as of December 31, 2004	\$	2,423.59
Bond Receipt Jacqueline Drive 5/28/04	\$	27,000.00
Interest	\$	180.88
Disbursement 12/15/04	\$	17,079.95
Balance as of December 31, 2004	\$	10,100.93
Bond Receipt Arce Driveway 6/2/04	\$	2,000.00
Interest	\$	14.05
Balance as of December 31, 2004	\$	2,014.05
Bond Receipt Stinson Heights 9/15/04	\$	10,000.00
Interest	\$	42.96
Balance as of December 31, 2004	\$	10,042.96
Bond Receipt Natalie Drive 12/31/04	\$	192,500.00

Respectfully submitted,

Pamela Milioto,  
Town Treasurer



## REPORT OF TOWN CLERK - 2004

	2000	2001	2002	2003	2004
Motor Vehicle Permits Issued	\$ 337,574.00	\$ 381,620.00	\$ 415,405.50	\$ 446,339.50	\$ 466,540.00
Municipal Agent Fees	6,215.00	7,109.50	7,425.00	7,720.00	8,057.50
Cert. of Title Application Fees	1,064.00	1,266.00	1,334.00	1,496.00	1,364.00
Dog Licenses:					
Tags issued	3,852.50	4,074.50	3,467.50	3,215.50	3,246.00
Replacement Tag Only		15.50	5.50	7.50	6.00
Late Payment Fines	347.00	220.00	221.00	196.00	162.00
Civil Forfeitures	1,150.00	650.00			
Dog Violation Fines	100.00	25.00	50.00		
Marriage Licenses	405.00	405.00	360.00	585.00	450.00
Vital Record Fees	294.00	444.00	236.00	196.00	248.00
Filing Fees (elections)	11.00	18.00	19.00	8.00	10.00
UCC / Writ of Attachment Filing	708.25	473.75	945.00	760.00	765.00
Pole License Filing	20.00	.00	50.00	90.00	90.00
Wetland Application Filing	10.00	60.00	50.00	50.00	50.00
Returned Check Fines	150.00	50.00	150.00	150.00	300.00
Other					5.00
REMITTED TO TREASURER:	\$ 351,975.75	\$ 396,431.25	\$ 429,718.50	\$ 460,813.50	\$ 481,308.50

The figures in the above reports reflect the business that is processed through the Town Clerk's office.

**New Residents:** Motor Vehicle Change of Address Forms are available at the Town Clerk's Office. Change of address forms should be completed within 10 days of moving date. Bring your most recent registrations for all vehicles if you wish to renew your vehicles by mail when renewal time arrives. If you are entering from another state call the DMV or the Town Clerk's Office regarding documentation required for obtaining a NH Driver License.

In order to register a newly-purchased vehicle that is **over 15 years old**, the DMV requires one of three possible forms **in addition to the bill of sale**. To save time (and perhaps a wasted trip) please call ahead to find out the additional documents you will need to bring to the Town Clerk's office. A title application or properly executed assignment of title is required for vehicles up to 15 years of age.

Transferring plates from your old vehicle to a newly purchased one? DMV requires the **original** registration for the vehicle you are transferring from. If you cannot provide the original and still wish to transfer, you will be directed to a motor vehicle substation to obtain a certified copy (\$10 fee to DMV).

Want to know if the vanity plate you're interested in is available? Look under *Initial Plate Search* at the DMV website: [www.nh.gov/safety/dmv](http://www.nh.gov/safety/dmv).

Dog licenses are effective May 1 to April 30 *regardless of when the license is issued*. All dogs, 4 months old or over must be licensed. Fees are \$6.50 for dogs 4-7 months old (proof of age required), \$6.50 for neutered/spayed dogs (certificate required), \$9.00 for male/female dogs, and \$2.00 for Senior Citizens (first dog only). Provide an up to date rabies certificate when licensing your pet. Clerks are required by law (RSA 466:1-b) to contact owners of unlicensed dogs and inform them of licensing requirements. Late fines and a civil forfeiture of \$ 25 per dog may be issued for non-compliance. A complete copy of the laws regarding responsibilities of dog ownership is available at the office.

E-mail questions or requests for information to the Town Clerk's Office at: [Townclerk@dunbartonnh.org](mailto:Townclerk@dunbartonnh.org).

Respectfully submitted, Linda L. Peters, Dunbarton Town Clerk

## REPORT OF TAX COLLECTOR - 2004

SUMMARY OF TAX ACCOUNTS YEAR ENDING DECEMBER 31, 2004

	<u>2004</u>	<u>2003</u>
<b>DEBITS</b>		
<b>Uncollected Taxes</b>		
Property Tax		\$ 134,882.25
Current Use Tax Tax		\$ 7,510.00
Yield Tax		
<b>Taxes Committed</b>		
Property Tax	\$ 4,014,249.66	\$ 319.60
Utilities Tax	\$ 326,489.02	
Current Use Change Tax	\$ 246,379.00	
Current Use Release Fee	\$ 21.37	
Yield Tax	\$ 9,494.09	
Excavation Tax	\$ 120.00	
Tax Cost Invoice	\$ 962.00	
<b>Overpayments</b>		
Property Tax	\$ 11,725.19	\$ 2,339.31
Yield Tax		
<b>Interest</b>		
All Taxes	\$ 3,474.73	\$ 7,192.88
<b>Penalties, Costs &amp; Fees</b>		
Returned Check Fees	\$ 50.00	
Lien Charges		\$ 310.00
<b>TOTAL DEBITS</b>	<b>\$4,612,965.06</b>	<b>\$ 152,554.04</b>
<b>CREDITS</b>		
<b>Remittances</b>		
Property Tax	\$ 3,817,358.86	\$ 131,849.69
Utilities Tax	\$ 326,489.02	
Current Use Change Tax	\$ 204,553.26	\$ 7,510.00
Current Use Release Fee	\$ 21.37	
Yield Tax	\$ 7,872.25	
Excavation Tax	\$ 120.00	
Tax Cost Invoice	\$ 962.00	
Interest on all Taxes	\$ 3,474.73	\$ 7,192.88
Returned Check Fees	\$ 50.00	
Lien Charges		\$ 293.00
Taxes Deeded to Municipality		\$ 1,763.05
<b>Abatements Made</b>		
Property Tax	\$ 19,889.54	\$ 3,945.42
Current Use Change Tax	\$ 26,000.00	
<b>Uncollected Taxes</b>		
Property Tax	\$ 188,726.45	
Current Use	\$ 15,825.74	
Yield Tax	\$ 1,621.84	
<b>TOTAL CREDITS</b>	<b>\$ 4,612,965.06</b>	<b>\$ 152,554.04</b>

I would like to extend my deepest appreciation to Irene Thalheimer who served the Town of Dunbarton from March, 1984 to March, 2004 as Deputy Tax Collector. Her wisdom and professionalism was much appreciated by myself and the taxpayers of this town. **Thank you Irene.** We wish you well in your

**REPORT OF TAX COLLECTOR - 2004****SUMMARY OF TAX LIEN ACCOUNTS YEAR ENDING DECEMBER 31, 2004**

<u>DEBITS</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Unredeemed Liens		\$32,434.49	\$ 7,116.01
Unredeemed Costs		\$ 7.72	
Unredeemed Deeding Charges		\$ 663.76	\$ 355.92
Liens Executed During Year	\$46,000.62		
Interest Charges	\$ 955.60	\$ 4,311.27	\$ 2,067.46
Costs after Lien	\$ 1,063.48		
Overpayments			
Deeding Charges			\$ 349.46
Returned Check Fees		\$ 25.00	
	<b>\$48,019.70</b>	<b>\$37,417.24</b>	<b>\$ 9,888.85</b>
<u>CREDITS</u>			
Redemptions	\$16,024.56	\$21,393.05	\$ 6,927.78
Interest Collected	\$ 955.60	\$ 4,261.22	\$ 2,067.46
Costs after Lien	\$ 525.24	\$ 442.98	\$ 313.36
Deeding Charges			\$ 313.46
Abatements			
Liens Deeded to Municipality		\$ 2,218.92	\$ 266.79
Unredeemed Liens	\$29,976.06	\$ 8,848.52	
Unredeemed Interest		\$ 57.77	
Unredeemed Cost	\$ 538.24	\$ 194.78	
<b>TOTAL CREDITS</b>	<b>\$48,019.70</b>	<b>\$37,417.24</b>	<b>\$ 9,888.85</b>

**SUMMARY OF UNREDEEMED TAX LIENS AS OF DECEMBER 31, 2004****LEVY OF 2003**

Anthony Costello	I1-03-01A	\$ 1,160.59
Gerald Dugrenier	B6-02-01	\$ 81.77
Robert Frye	G3-04-02	\$ 2,418.32
Roger Maurice Gagne	D5-01-06	\$ 613.02
Julien & Sandra Leduc	J3-01-02	\$ 1,342.67
Ronald Moyle	J3-01-22	\$ 228.78
William J. Preston, Sr.	D6-01-05	\$ 3,003.37
<b>TOTAL UNREDEEMED 2003</b>		<b>\$ 8,848.52</b>

**LEVY OF 2004**

Michel Belanger	E5-03-17	\$ 406.34
Jeff & Bronda Crosby	E3-06-09	\$ 1,328.57
Jeff & Bronda Crosby	E3-06-36	\$ 2,941.04
Gerald Dugrenier	B6-02-01	\$ 2,431.08
Robert Frye	G3-04-02	\$ 3,761.56
Roger Maurice Gagne	D5-01-06	\$ 719.44
Julien & Sandra Leduc	J3-01-02	\$ 1,364.82
Beverly Marcou	G2-04-03	\$ 1,542.72
Beverly Marcou	G2-03-07	\$ 14.88
Beverly Marcou	G2-03-08	\$ 15.36
Beverly Marcou	G2-03-09	\$ 17.31
Beverly Marcou	G2-03-10	\$ 23.17
Beverly Marcou	G2-03-11	\$ 16.34
Ronald Moyle	J3-01-22	\$ 229.58
Paul Nelson	B4-01-09	\$ 6,069.45
Howard & Barbara Palys	I1-03-06	\$ 2,145.68
William J. Preston, Sr.	D6-01-05	\$ 2,972.38
Carol Sue Sanchez	J1-02-05	\$ 67.06
Town of Dunbarton/Caleb's Way	G2-03-12	\$ 30.49
Steven W. Voydatch, II	J3-01-05	\$ 119.99
Zachary Voydatch	J3-01-08	\$ 3,758.80
<b>TOTAL UNREDEEMED 2004</b>		<b>\$ 29,976.06</b>

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**OLD HOME DAY COMMITTEE - FINANCIAL REPORT 2004**

Beginning Balance January 1, 2004	\$ 1,604.77
Interest	<u>\$ 2.11</u>
Total Available Funds	\$ 1,606.88
Expenditures: Old Home Day Events	\$1,190.00
Expenditures	<u>\$ (1,190.00)</u>
Ending Balance December 31, 2004	\$ 416.88

Respectfully Submitted  
Nancy Lang, Treasurer  
Old Home Day Committee

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**RECREATION COMMISSION - FINANCIAL REPORT 2004**

Beginning Balance January 1, 2004	\$ 9,630.57
Contributions and Receipts	\$ 16,754.32
Interest	\$ 43.41
Total Available Funds	\$ 26,428.30
Expenditures	\$ (16,036.74)
Ending Balance December 31, 2004	\$ 10,391.56
Encumbered Funds: Basketball Program	\$ (2,915.44)
Softball Program	\$ (5,863.59)
Trophy Case	\$ (120.00)
Funds Available	\$ 1,492.53

Respectfully Submitted  
Karen F. Lessard, Treasurer  
Recreation Commission



# REPORT OF THE TRUST FUNDS OF THE TOWN OF DUNBARTON, NH FOR THE YEAR ENDING DECEMBER 31, 2004

Name of Trust Fund	Purpose of Trust Fund	How Invested	PRINCIPAL				INCOME				GRAND TOTAL	
			Balance Beginning of Year	New Funds Created	Cash Gains or Losses	Balance End of Year	Balance Beginning of Year	Income During Year	Expended During Year	Balance End of Year	Principal & Income End of Year	
Common Trust Funds Cemetery Fund	Perpetual Care Maintenance Care	NH-PDIP	21,541.10			21,541.10	7,151.56	283.60	0.00	7,435.16	28,976.26	
		NH-PDIP	11,500.00	650.00		12,150.00	90.49	118.33	90.49	118.33	12,268.33	
Winslow Town Forest Fund Land Purchase Cap. Reserve Building Repair Fund Property Revaluation Cap. Reserve Salt Shed Cap. Reserve	Town Forest Maint. Land Purchase Building Repair Property Revaluation Salt Shed Construction	NH-PDIP	11,000.00			11,000.00	89.74	108.94	90.00	108.68	11,108.68	
		NH-PDIP	30,000.00			30,000.00	7,191.53	367.52	0.00	7,559.05	37,559.05	
		NH-PDIP	5,013.72			5,013.72	1,481.06	64.18	0.00	1,545.24	6,558.96	
		NH-PDIP	60,000.00	50,000.00		72,428.49	136.02	891.15	136.02	891.15	73,319.64	
		NH-PDIP	25,000.00	25,000.00		50,000.00	56.60	422.07	0.00	478.67	50,478.67	
Silberberg School Fund Dunbarton School Cap. Reserve Special Education Fund	Elementary School School Facility Special Education	NH-PDIP	2,000.00			2,000.00	16.67	20.03	16.67	20.03	2,020.03	
		NH-PDIP	26,627.30	150,000.00		107,554.93	1,727.74	732.91	1,727.74	732.91	108,287.84	
		NH-PDIP	20,000.00	30,000.00		50,000.00	2,380.39	513.96	0.00	2,894.35	52,894.35	
TOTALS			212,682.12	255,650.00	0.00	106,643.88	361,688.24	20,321.80	3,522.89	2,060.92	383,471.81	

Respectfully Submitted,

Steven Mullen, Chairman  
William Jenkins, Secretary  
Ronald Stocum, Treasurer

## DUNBARTON TRANSFER STATION - 2004

The year 2004 has come to an end. The Transfer Station has once again had a successful year. The overall trash amounts were below the guaranteed annual tonnage (gat) and the recycling amounts were all up from the previous year.

The Transfer Station has seen various changes throughout the year. The largest accomplishment is that all of our employees have been certified by the state. We have also added a third day to be open to the public. Our hours are now: Tuesday 10am-4pm, Wednesday 4pm-8pm, and Saturday 8am-4pm.

The year 2004 also brought a new recycling materials list and a new fee schedule. Please ask one of the employees for a list if you haven't received one already.

I would like to take this opportunity to thank the many people that help us out when we seem to need it. John Trottier for donating many a Saturday morning in the recycling center, Jacques Belanger for donating his surveyor skills, and the members of the Dunbarton Volunteer Fire Department for burning the burn pile numerous times. It is nice to know that the people of Dunbarton are willing to help. Of course we are always looking for more volunteers.

Again, thank you to all and "keep on recycling."

Respectfully Submitted,  
Patrick "Woody" Bowne  
Transfer Station Supervisor

## RECYCLING COMMITTEE REPORT – 2004

The year 2004 has come and gone with a job well done by the Recycling Committee. The committee's main objective for the year was to establish a recycling program at the Elementary School. This goal has been achieved as is evident by the recycling buckets in each classroom. Recycling is also being done throughout each of the town buildings.

This year the Recycling Committee also put a new recycling list together for the town residents. It is amazing the number of items that can be recycled. If you haven't received a new list than please pick one up at the Transfer Station.

The recycling center letters have been painted and refurbished thanks to Todd Beall. We now wait for spring when we can get them up onto the building.

I would like to thank the members of the Recycling Committee for their time and efforts. As of January 1, 2005 though, the committee has come to an end. However, I know their volunteer spirit does not end here... thank you to Jacqueline Belanger, Bob Josephson, Todd Beall, and Tamara Luby.

Respectfully Submitted,  
Patrick "Woody" Bowne  
Chairman

## REPORT OF THE BUILDING DEPARTMENT – 2004

The year 2004 saw the issuance of one-hundred-thirty-seven (137) permits for all forms of construction projects.

Of this total, twenty-eight (28) were for new single-family homes. This conforms to the average count and trend for new homes in Dunbarton over the last decade. (In 1997 we saw a peak of 37 new home permits, and in 2001 we saw a ten-year low of 18 permits.) The housing stock in Dunbarton is approximately 1,000 dwelling units.

Permits for all “other” construction, such as garages, decks, additions and the like, continue a current 4-year trend of over 100 such permits a year. The bulk of the Department’s time is spent in the administration of these smaller-scope projects, which constitute 80% of the overall permits issued. We also review all proposed septic plans prior to being forwarded to NHDES.

<i>Single Family Home</i>	<i>28</i>	<i>Electrical, Plumbing, Mechanical</i>	<i>13</i>
<i>Detached Garage, Barn</i>	<i>16</i>	<i>Swimming Pool</i>	<i>6</i>
<i>Sunroom, Porch</i>	<i>14</i>	<i>Camper, Trailer</i>	<i>1</i>
<i>Deck</i>	<i>11</i>	<i>Driveway</i>	<i>5</i>
<i>Detached Screen House, Gazebo</i>	<i>15</i>	<i>Home Business Occupation</i>	<i>7</i>
<i>Remodeling, Additions</i>	<i>12</i>	<i>Demolition and Removal</i>	<i>1</i>
<i>Siding, Roofing</i>	<i>7</i>	<i>Permit Renewal</i>	<i>1</i>
		<i>TOTAL PERMITS</i>	<i>137</i>

At a total of 137 base permits, plus other associated permit and plan review, the year 2004 saw an overall record number of permits administered by the Department. This resulted in the plan review and inspection of approximately \$8 million in new construction for the Town of Dunbarton.

At the direction of the Selectmen, the Building Department continues to interface with other key departments on a regular basis, particularly the Planning Board, and Zoning Board of Adjustment. In 2004 we attended over 100 evening Board sessions and various meetings.

2004 also saw a continued increase in regulatory and enforcement action. We are appreciative of the vast majority of citizens who abide by the rules and regulations of our community.

Over the past year, the day-to-day operations of the Department have been performed by several very capable co-workers. Line Comeau is our new Administrative Assistant having been with us since the fall of 2004, following in the footsteps of Barbara McCann, who left to further her career in the legal profession. Line comes to us with ready Town experience, as she currently works a split schedule as an Assistant to the Town Administrator and dedicates some additional time to the Tax Assessing Department. Gerry Gerdes is another new face in the Department, also having started in the fall of 2004. He presently serves as an Assistant Building Inspector performing permit writing, plan review, code compliance, and field inspections. He comes to us with a degree in engineering and a background in environmental science. Our other Assistant Building Inspector, Harvey Provencher, has recently tendered his resignation and retirement after many, many years with the Department. Harvey’s presence and technical experience as a Building Inspector will be missed.



We wish to thank the Fire Department, the Police Department, and the Road Department for their co-inspections and assistance over the past years.

Thanks go to the Town Hall staff that assists when we need help, answering people's questions when we're not available, and know where to find us when we need to get on task.

Thanks also to the Planning Board, Zoning Board of Adjustment, and Conservation Commission for coordinating approvals, sending along information, and assisting with compliance and enforcement requests.

Building permits are required for the following: residential single and multi-family homes; garage; shed; porch; deck; remodeling and major renovations; fireplace and chimneys; major electrical and service entrance; major plumbing; mechanical, and oil/gas burner; driveway paving; temporary trailer or building; commercial, industrial, and institutional uses; agricultural: greenhouse, stable, barn; home occupation business; demolition and removal.

Building permits are not generally required for construction that replaces or maintains existing materials and work, with that which is functionally equivalent and of comparable value, and is in the same position and location of the work to be replaced or maintained. Typically, this applies to such work as house painting, re-siding and re-roofing, and other ordinary repair, replacement, or maintenance functions. It does not apply to major structural renovations, or trade work otherwise requiring a permit. If in doubt, please call.

Office hours of the Dunbarton Building Department are: Monday thru Friday from 1 pm. to 4 pm.; other office hours by appointment; all inspections are scheduled by appointment (24 hour notice). The Building Department telephone number is 774-3547.

Please stop by or call if you have any problems or concerns. We are always happy to answer your technical questions.

Respectfully submitted,

Kenneth L. Swayze,  
Administrator

Harvey Provencher,  
Assistant Building Inspector

Line Comeau,  
Administrative Assistant

Gerry Gerdes,  
Assistant Building Inspector

## CONCORD REGIONAL VISITING NURSE ASSOCIATION - 2004

The Concord Regional Visiting Nurse Association (CRVNA) continues to offer comprehensive health services to the residents of Dunbarton. The following is a description of these services:

Home Care services respond to the health care needs of those patients with acute or chronic illnesses that require skilled professional and para-professional care so they may return to or remain in their homes. Emphasis is on promoting independence and maximum functioning of the patient within the least restrictive setting. Patients who receive services range from children who have a complex medical condition to frail elders who require supportive assistance to stay in their own homes.

Hospice services provide professional and para-professional services to the terminally ill patient with a limited life expectancy. The goal is to enhance the quality of the patient's remaining life by helping he/she remain at home in comfort and dignity. Emphasis is on pain and symptom management and skilled intervention to meet the patient's special physical, emotional and spiritual needs.

CRVNA's Hospice House provides residential care to terminally ill patients who have no primary caregiver or need a supported residential setting. Often times patients are transferred into the Hospice House when a caregiver is exhausted and unable to care for them at home any longer. To date, this house has provided a home to approximately 700 terminally ill residents.

Community Health services include health education, health maintenance and preventive health services. The program includes preventive care, adult and senior health, child health, Baby's First Homecoming, immunizations for all ages, supportive services to school districts parent education and support, health education and nutritional counseling.

Community Health includes health promotion services which focus on the low and marginal income families and individuals to prevent illness by professional assessment and screening for health risks and needs, by early intervention to prevent, eliminate, or minimize the impact of illness and/or disability, and by anticipatory guidance and health teaching. Emphasis is on promoting healthy children, families and individuals through early intervention and health teaching. Services rendered in the clinic setting are: child health, adult screening, and immunizations. Home visits are made in crisis situations or when needed health care cannot be given in the clinic. Senior health services are provided at congregate housing sites.

Over the past two years Senior Health Clinics have expanded to reach out to seniors who may require a monthly check by a nurse of their blood sugar, blood pressure, and/or diabetes management. The expansion of these services was in response to the decrease in Medicare services to seniors.

Professional and para-professional hourly home services are provided on a private fee-for-service basis. Health education and instruction are part of each home visit or clinic visit.

Anyone in Dunbarton may request service: patient, doctor, health facility, pastor, friend or neighbor. The nurse who completes an assessment will coordinate with the patient's physician a plan of care to meet the patient's specific needs. If the patient does not have a physician the nurse will assist the patient to identify one and schedule a visit. The agency has developed a program with the NH-Dartmouth Family Practice Residency Program to coordinate a house call visit by a resident to a frail elder's home who is unable to leave his/her home.

A call to Concord Regional Visiting Nurse Association (1-800-924-8620) is all that is necessary to start services or make inquiries. The CRVNA office is open Monday through Friday from 7:30am to 5:00pm. A nurse is on call twenty-four hours a day. The On-Call Nurse can be reached by calling 1-800-924-8620.

Federal regulations specify a charge is applicable to all visits. Fees are scaled for the individual without health insurance and/or who is unable to pay the full charge. However, to fee scale, federal regulations require a financial statement be completed by the patient or responsible person. The community health services are provided to residents often times free of charge. Town monies subsidize those visits that are scaled or that no fee is collectible.

This agency is certified as a Medicare/Medicaid Provider, licensed by the State of New Hampshire, and is a member agency of the United Way of Merrimack County.

Total visits made during October 1, 2003 through September 30, 2004:

	No. of Clients	Visits
Home Care/Hospice	35	761
Community Health Services		
-Immunizations	2	2
-Senior Health	1	5
-Health Clinic	4	4
-Baby's Homecoming	13	13
-Flu	35	35
Community Health Total	55	59
Total Clients and Visits	90	820
4 Adult Bereavement Support Groups	1 Flu Clinic	
2 Hospice Volunteer Training Groups	1 Community Health Fair	
3 Bereavement Education Programs		

## EMERGENCY MANAGEMENT REPORT - 2004

Planning was the main focus of this past year. The town formed a Natural Hazard Mitigation Task Force made up of the Town Administrator, Police Chief, Fire Chief / Emergency Management Director, Road Agent, Building Inspector, Board of Selectmen and staff from the Central NH Planning Commission. The mission of the task force was to create a plan to protect our residents and property from a natural disaster, provide information about potential disasters, assets at risk, and a means of implementing the actions to help minimize loss to life and property. In addition, the process by which grant and relief money can be obtained and what programs are available to assist the Town and our residents if an event was to occur. I encourage the residents to support and adopt this Natural Hazard Mitigation Plan.

Upgrading our existing Emergency Operations Plan for the Town is going to take place this year. It is important to be prepared and to know what roles each Town Department has in an emergency so we can work together to protect life and property.

I would like to thank all Town department heads and employees, committee members and citizens who assisted me this past year.

Respectfully submitted,

Jonathan Wiggin  
Emergency Management Director



## DUNBARTON PUBLIC LIBRARY - 2004

During the past year the library staff and trustees have continued their efforts to provide quality library service and prepare for the future. During 2004, the director designed, distributed and analyzed a town-wide library survey. A young adult survey was also distributed.

In the fall, the library trustees contracted with Ms. Katie McDonough, a professional library consultant, to assist in the creation of a Long Range Plan and updated Mission Statement. In these planning sessions, McDonough and the director reviewed the components of the library statistics, surveys and reports which the director created and assembled during the last four years. The Mission Statement was analyzed, and goals and objectives were formulated. The Long Range Plan is available to the public.

The director and trustees participated in the Master Plan Committee and Building Committee efforts. During the summer the staff, trustees and volunteers visited Nottingham and Pembroke libraries to view recent library additions. Most recently, in December, Mr. Chip Hagy of Tucker Library Interiors, came to analyze our present space and advised the staff how to use current space to its best advantage.

During the past year, many exciting changes have been made to the library. We have extended our Tuesday and Thursday hours to better accommodate our more than 750 patrons. Three large bookcases have been constructed to expand juvenile and adult shelf space. Special thanks are extended to Stevyn Dodd, David Wood, Jason Davies and friend, Bruce, for assembling the furniture during their busy schedules. Our audiobook collection has expanded and now includes books on CD and tape. Our DVD collection is also growing. As we continue to update our entire collection, special attention has been given to juvenile biographies, young adult nonfiction and early reader chapter books.

The library continued to offer many educational and entertaining programs during 2004. The library sponsored 47 individual programs, in addition to the summer reading sessions. Over 1,600 children, young adults and adults attended events such as a new teen summer program, book discussions for ages 5 to adult, science and international fairs, concerts, three author visits, a magic show and an herbal workshop. We extend special thanks to our Dunbarton contributors! Andy Stangel presented a fascinating DaVinci Code lecture, Gerry Williams shared his inspirational pottery, Lisa Poirier taught young people some fun scrapbooking skills and Ann Dulude led a very enthusiastic group of teens in the art of soap-making. Thanks, also, to our fifth graders who designed our new bookmarks with the assistance of art teacher Sheila Psaledas. The library would also like to celebrate our talented young readers and illustrators who were recognized last summer in the National Reading Rainbow contest. Congratulations to Morgan Soucy, Olivia Dodd, Tim Andrews and Eden McInturff!

Library staff and trustees would like to thank all our supporters as we head into another fruitful and busy year!

Respectfully Submitted,  
Andrea Douglas

## DUNBARTON PUBLIC LIBRARY

### FINANCIAL REPORT 2004

#### RECEIPTS

Town Appropriation	\$ 66,690.00
Fines	1,163.99
Book Sales	491.90
Donations	59.00
Equipment Income	194.10
Grant Income	100.00
Interest Income	91.22
Programs	258.00
Miscellaneous	29.00

\$69,077.21

#### DISBURSEMENTS

Payroll	\$ 46,958.42
Books, Periodicals, Aud/Vid	11,662.79
Bldg. Improv. & Mainten.	553.84
Computer & Software	1,768.97
Internet	201.00
Telephone	1,177.18
Programs	1,697.76
Museum Pass Program	456.20
Library & Office Supplies	715.01
Professional Fees	462.00
Area Cooperative Fees	400.00
Furniture & Equipment	1,150.38
Miscellaneous	149.33

\$67,352.88

**Receipts less Disbursements** **\$1,724.33**

#### BANK BALANCES DECEMBER 31, 2004

Merrimack Cts. Savings Bank	
Operating Account	\$8,726.75
Providian National Bank	
Certificate of Deposit	\$64,589.60
Vanguard Treasury	
Money Market Fund	\$12,714.28

**TOTAL** **\$86,030.63**

## DUNBARTON PUBLIC LIBRARY 2004

Registered Patrons	759			
Total Holdings January 2004				13,088
Acquisitions	Gifts-Books	159		
	Gifts-Periodicals	75		
	Gifts-Aud/Video	69		
	Gifts-Puzzles	3		
	Purchases-Books	383		
	Pur.Periodicals	800		
	Pur.Aud/Video	57		
	Rentals-Books	108		
	Rentals-Audio	58		
	Total Acquisitions		1,712	
Deletions	Discarded	1194		
	Returned Rentals	164		
	Lost	4		
	Total Deletions		1,362	
Total Holdings	Dec-04			13,438
Circulation	Adult fiction	2,717		
	Adult non-fiction	993		
	Periodicals	577		
	Children	5,214		
	Easy (2469)			
	Juvenile (2355)			
	Young Adult (390)			
	Video & DVD	2,031		
	Audio	485		
	Puzzles	33		
	Interlibrary loan	280		
	<b>Total circulation</b>		12,330	
Interlibrary loan				
Requests to borrow from us	Received	352	Filled 290	Unfilled 62
Requests to lend to us	Request	301	Filled 286	Unfilled 15
Program Attendance	# Programs	Attendance		
	5 family programs	103 adults	1 YA	136 children
	15 adult programs	99 adults	3 YA	9 children
	6 young adult		53 YA	
	21 children's	115 adults	3 YA	394 children
	74 storytime sessions	276 adults	62 infants	406 children
Total Attendance	1,660			

Submitted by Andrea Douglas, Director

## **DUNBARTON CEMETERY TRUSTEES – 2004**

The Cemetery Trustees scheduled to meet on the First Tuesday of every month. In 2004, work continued on the Center Cemetery in regards to expansion into our remaining area. Plans for the extension have been refined and the project should be completed in 2005.

Fence repair has been the main focus of 2004. Geoffrey Johnson was hired to paint the Pages Corner fence during summer months and the Cemetery trustees were extremely happy with his work. We hope to continue this into 2005. The trustees have been approached by an Eagle Scout in regards to a project for painting the fence for the Center Cemetery. We are looking forward to this helpful endeavor.

We would also like to extend our sincere thanks to Allen Ilsley of Weare, who donated his time, equipment and materials in constructing a fence rail for the Center Cemetery fence that was destroyed during a storm early in 2004. His kind donation saved the town hundreds of dollars in materials and labor. Volunteerism such as this is what keeps communities like ours special. Thanks again!

We regretfully accepted the resignation of Patrick “Woody” Bowne as a Cemetery trustee in 2004 due to time restraints. His contribution to the town and to the cemeteries during his term was appreciated and valued. We are looking forward to the election of a new trustee in the coming months to fill this vacancy.

Respectfully submitted,

Terry R. Jelley  
Richard Schaeffer



## **KUNCANOWET TOWN FOREST AND CONSERVATION AREA REPORT – 2004**

Brush has been removed from the old log landing at the Kuncanowet Natural Area to maintain an open area and a new gate has been installed at the entrance near Everett Dam Road. This area is adjoining K.T.F.C.A. and is managed by the committee.

Stinson Mill Pond trail, Pond View trail, as well as the trails on the West side of Gorham Pond has been cleared of brush.

While some lots on Holiday Shore Drive were being cleared of trees, a few trees were cut over the Kuncanowet Town Forest and conservation area property line. The logger is responsible to clean up the area and compensate the town for the value of the timber cut as estimated by a forester based on the stumpage which remains.

Stephen Walker, Stewardship Specialist for the Office of Energy and Planning for the State of New Hampshire who now oversees L.C.I.P. lands, met with the KTFCA committee in July and is very pleased with the way Dunbarton is managing L.C.I.P. lands and conservation lands.

A plan is in the works for an informational site with a plaque, a bench and storyboard to honor those land donors whose gifts were key in creating the Kuncanowet Area.

Respectfully submitted,

Fred Mullen, Chairman  
Edward White, Vice Chairman  
Darlene Jarvis, Secretary  
Charles Graybill, Selectman  
Ronald Jarvis, Trailmaster  
Brett St. Clair  
Irene Thalheimer  
John Swindlehurst  
Margaret Watkins  
J. Willcox Brown, Honorary Member

## DUNBARTON TOWN FOREST REPORT – 2004

The Town Forest Committee has had a selective timber cut performed on the town forest at Stark Lane. This lot was reviewed by a professional forester who made a report to the committee. The report was reviewed and a decision was rendered to have this lot marked as a demonstration. This was accomplished and a timber harvest was done. The main objective was to thin the trees to allow the more valuable younger trees their opportunity for sunlight and better growth. The results of this will be very evident within three or four years.

The committee has also requested the forester to check some of our other lots. The lot in the Kimball Pond area had some Forestry Improvement Practices (FIP) performed several years ago. These should be showing the benefits of that.

The benefits of having a selective cut every ten years or so are very numerous. The deer and moose love the young sprouts from the stumps, the small animals enjoy hiding in the brush, the heavier growth from the upper story creates shade in the hot summer and shelter in the winter, and the open areas made a nice fly way for the birds. The brush that is left deteriorates to make more food for the trees and also restricts the water run off from heavy rains giving the trees their much needed drink.

We invite everyone to review what the committee has done on the Stark Lane lot and watch it grow. Everyone is invited to walk through the Town Forests and enjoy the tranquility. Please do not litter or build any fires. If some slob was there before you, please pick up his trash, we don't need it.

Respectfully submitted,

John R. Swindlehurst, Chair  
Fred Mullen, Treasurer  
Ron Jarvis, Secretary  
Ed White  
Jeff Crosby

## DUNBARTON TOWN FOREST FINANCIAL REPORT - 2004

Balance: January 1, 2004 \$72,339.94

Receipts: 2004

Interest on passbook  
Citizens Bank \$320.96

Interest on Trust Fund  
Winslow Town Forest for 2003 \$90.00

Town of Dunbarton  
Gravel for year 2003 \$1,000.00  
Gravel for year 2004 \$2,000.00  
Gravel: Transfer Station -  
Project for year 2003 \$3,798.00  
\$6,798.00

Bean Hill Forest Services  
(Winslow Tn. Forest Timber Harvest) \$60,824.99

Total Receipts: \$68,033.95

Balance plus Receipts: \$140,373.89

Payments: 2004

Town of Dunbarton:  
Timber Taxes: Winslow Tn. Forest  
(Lot G2-4-5 for 2004) \$5,460.55  
Winslow Tn. Forest (Legal fees) \$5,551.69  
Forest Protection Equipment:  
Northern Tool & Equipment \$748.77  
Municipal Emergency Services \$5,662.75  
Wildfire Co. \$202.43

Total Payments: \$17,626.19

Balance plus Receipts less Payments:  
as of January 1, 2005

\$122,747.70

Respectfully submitted,

Fred J. Mullen, Treasurer  
Dunbarton Town Forest

## DUNBARTON HIGHWAY DEPARTMENT - 2004

The department was busy early in the year with snow removal and various road repairs. The winter of 2004 started out to be snowy in the first few months but ended in very few storms. This helped greatly with the highway winter budget.

In early summer we were able to find a used wood chipper in excellent condition. This piece of equipment will be a big help to the department and it has been used quite a bit this year. The chipper will save the town money in rental charges and will enable the highway personnel to clear up road side brush in a timely manner.

The pavement on Gorham Pond Road was ground and reclaimed, gravel added, compacted and paved with the first coat of pavement. The road was reshaped and the ditches improved. The final coat of asphalt will be added in 2005 and the shoulders will be shaped.

This summer the yard at the highway garage was expanded, making room for the tractor trailers and to prepare for the new salt storage building. The yard was pitched to allow for proper drainage and then paved. Construction of the new salt storage building is scheduled to take place in the year 2005. The building that we have at this time is small and can only handle enough material for one storm. Even though we mix the salt with sand at a ratio of 65% sand to 35% salt, we are still running out of salt by the end of a normal snow storm. With a bigger storage facility we will be able to put more salt under cover which will enable us to have enough on hand to accommodate our needs. It is our goal to construct a building that is adequate for the town's needs as well as being environmentally safe. We are also striving to keep the cost of construction down as much as possible. The town has voted to put in capital reserve at total of \$50,000 to date. The Selectmen and the Highway Department are now in the process of getting estimates for construction and we hope to get started building soon.

I have had the privilege of serving as your Road Agent for the last six years. I would like to take this opportunity to thank the Board of Selectmen, past and present, and the Police and Fire Chiefs for their assistance during that time. During my two terms in office I was fortunate enough to work with two very good town employees, John Colter for over four years and Alan Sheldon for the past year. It has been an interesting experience serving as your Road Agent and I appreciate the support the people of Dunbarton have given me over the past few years.

Respectfully submitted,

Jan W. VandeBogart, Sr.  
Road Agent



## DUNBARTON ZONING BOARD OF ADJUSTMENT - 2004

The Zoning Board of Adjustment is scheduled to meet on the second Monday of each month and met as business required during 2004. The following cases were heard:

### VARIANCES:

MICHEL BELANGER (J1-2-5 & I1-3-1) – Granted a Request for two Variances (one for each lot) to Article 4, Section B. to commit two tracts to be individual building lots, not to be subdivided further, with less than 300 feet of frontage on a class V road at his property located on South Hopkinton Road and New Road in the Manufactured Housing District in Dunbarton, NH

US CELLULAR (RICHARD AND NICOLETTE HECKER (C3-5-7) – Granted a Request for a Variance to allow them to construct and operate a 110 foot free standing tower which looks like a tree at their property on 12 Powell Lane in the Low Density District Dunbarton, NH. Applicants requested a Variance to allow them to construct and operate a 180 foot free standing tower with 12 panel antenna and a 12' x 20 ground equipment building. This application took considerable time to process. The application was on the agenda since July 2003. The 110 foot tower was finally approved in April 2004 and then was appealed to the Board for a rehearing by U. S. Cellular. A private consultant was hired to advise the Zoning Board on Cell Tower laws and regulations.

US CELLULAR (RICHARD AND NICOLETTE HECKER) (C3-5-7) – Granted a Request for a Rehearing regarding a Variance to Article 4., Section B. to allow them to construct and operate a 180 foot free standing tower with 12 panel antenna and a 12' x 20 ground equipment building at their property on 12 Powell Lane in the Low Density District in Dunbarton, NH.

US CELLULAR (RICHARD AND NICOLETTE HECKER) (C3-5-7) – REHEARING – Denied a request for a Variance to Article 4., Section B. to allow them to construct and operate a 180 foot free standing tower with 12 panel antenna and a 12' x 20' ground equipment building at their property on 12 Powell Lane in the Low Density District in Dunbarton, NH. U. S. Cellular has appealed their case to Federal Court. It has not been heard as of yet.

MICHAEL AND LISA ISABELLE ON BEHALF OF GIRARD & JEAN MEISNER, OWNERS (H4-02-03) – Request for a Variance to Article 4. Section B. to allow them to build a single family home on a lot with no frontage located off Tenney Hill Road on Meadow Road in the Low Density District in Dunbarton, NH. Applicants withdrew the application.

BETH AND LEONARD LEMARCA (J2-1-1 & 2) – Granted a request for a Variance to Article 4. Section B. to allow them to re-configure two non-conforming lots more equally. These lots are located on 30 and 32 Jewett Road in the Low Density District in Dunbarton, NH.

JOYCE RYAN AND ROBERT T. LEONARD (K1-03-10) – Granted a request for a Variance to Article 4. Section B. to allow them to repair an existing septic system closer than the required 50 feet from the boundary at their property at Gorham Pond on Holiday Shore Drive in the Low Density District in Dunbarton, NH.

JOYCE RYAN AND ROBERT T. LEONARD (K1-03-10) – Granted a request for a Variance to Article 5.

Section D. to allow them to repair an existing septic system within the Wetlands Conservation District at their property at Gorham Pond on Holiday Shore Drive in the Low Density District in Dunbarton, NH.

FOREST AND ANITA MELENDY (Better Living Sunrooms) (K1-09-01) – Granted a Request for a Variance to Article 4, Section B. with certain conditions to allow them to construct a 12' x 14' studio sunroom on an existing deck with upgrades at their property closer than the required 50 feet from the boundary at their property located at Gorham Pond on 9 Karen Road in the Low Density District in Dunbarton, NH.

EDWARD J. COLBURN (CLARA M. SHELTON REVOCABLE TRUST) (K1-3-5) – Granted a Request for a Variance to allow him to repair a septic system closer than the required 50 feet from the boundary at property on 8 Holiday Shore Drive at Gorham Pond in the Low Density District in Dunbarton, NH.

EDWARD J. COLBURN (CLARA M. SHELTON REVOCABLE TRUST) (K1-3-5) – Granted a Request for a Variance to Article 5, Section D. to allow him to repair a septic system within the Wetlands Conservation District at property on 8 Holiday Shore Drive at Gorham Pond in the Low Density District in Dunbarton, NH.

MICHAEL AND KATHY LEIGHTON (D6-3-9) - Granted a Request for a Variance to Article 4, Section B. with certain conditions to allow them to take down the existing garage and rebuild with a second floor to allow for a master suite closer than the required 50 feet from the boundary at their property on 23 Twist Hill Road in the Low Density District in Dunbarton, NH.

JACQUES BELANGER AND ANTHONY COSTELLO (I1-3-1) – Granted a Request for a Variance to Article 4, Section B. to commit one tract to be an individual building lot, not to be subdivided further, with less than 300 feet of frontage on a Class V Road at their property located on South Hopkinton Road and New Road in the Manufactured Housing District in Dunbarton, NH. This tract has 300 feet of frontage on a Class VI Road.

MICHAEL FORTIER (REPRESENTING JANET LYNN REVOCABLE TRUST 2003) (K1-01-04) – Granted a Request for a Variance to Article 4., Section B. with conditions to allow them to remove an existing one story structure and rebuild with a two story two bedroom home with full basement located at their property at Gorham Pond on 15 Karen Road in the Low Density District in Dunbarton, NH.

MICHAEL FORTIER (REPRESENTING JANET LYNN REVOCABLE TRUST 2003) (K1-01-04) – Granted a Request for a Variance to Article 5, Section G. (Wetlands District Ordinance) with conditions to allow them to construct a septic system within the 125 foot Wetlands Conservation District at their property at Gorham Pond on 15 Karen Road in the Low Density District in Dunbarton, NH.

MICHAEL FORTIER (REPRESENTING JANET LYNN REVOCABLE TRUST 2003) (K1-01-04) – Granted a Request for a Variance to Article 4., Section B. to allow them to put a well closer than 75 feet from the boundary at their property at Gorham Pond on 15 Karen Road in the Low Density District in Dunbarton, NH.

MICHAEL FORTIER (REPRESENTING JANET LYNN REVOCABLE TRUST 2003) (K1-01-04) – Granted a Request for a Variance to Article 4, Section B. to allow them to build a State Approved Septic System within 50 feet of the boundary at their property at Gorham Pond on 15 Karen Road in the Low Density District in Dunbarton, NH.

MARC POWELL (I2-02-05) – Granted a Request for a Variance to Article 4, Section B, with conditions to allow them to build a 28' x 10' three season porch on the back of existing home at this property on 33 Concord Stage Road in the Manufactured Housing District in Dunbarton, NH.

GERALD BOURASSA (C3-02-04) – Granted a Request for a Variance to Article 4, Section B, with conditions to allow him to rebuild an existing garage and shed slightly larger and change the use from a shed to a mud room closer than the required 50 feet from the boundary at his property on Stark Highway South in the Low Density District in Dunbarton, NH.

CARL MITCHELL (E3-2-50) – Granted a Request for a Variance to Article 4, Section B, with conditions to allow for the effluent line between a proposed septic tank and the proposed leach field to be within the required 50 foot setback line at his property located on Tucker Hill Road in the Medium Density District in Dunbarton, NH (The tank and field will meet the required 50 foot setbacks, the effluent line will encroach to a avoid a wetland impact).

DIPIETRO HOMES/MANSION HEIGHTS (G2-5-15) – Denied a Request for a Variance to Article 4, Section B, to allow them to use and maintain an existing well closer than the required distance of 75 feet from the boundary at their property located on Mansion Road in the Medium Density District in Dunbarton, NH.

DIANE OUELETTE-FALKENSTEIN (D3-3-2) – Denied a Request for a Variance to Article 4, Section B, to allow her to maintain a detached apartment in an existing barn with an existing home on less than the required seven (7) acres of land at their property located on 100 Stark Highway South and Flintlock Farms Road in the Low Density District in Dunbarton, NH.

BETH AND LEONARD LEMARCA (J2-1-1) – Denied a Request for a Variance and a Special Exception to Article 4, Section B, to allow them to continue the use of an apartment in a detached garage with less than the required acreage at their property located on 30 Jewett Road in the Low Density District in Dunbarton, NH.

#### EQUITABLE WAIVERS:

FOREST AND ANITA MELENDY (K1-09-01) – Granted an Equitable Waiver to allow the existing deck which is 12' x 14' with extensions on their property on 9 Karen Road in the Low Density District in Dunbarton, NH.

BETHANEE AND JASON SYVERSEN (I1-01-13) – Granted an Equitable Waiver to allow them to continue to use and maintain an artesian well located closer than the required distance of 75 feet from the boundary at their property located on 27 North Woods Road off Route 77 in the Low Density District in Dunbarton, NH.

FRED DION (E3-2-51) – Denied an Equitable Waiver to allow him to use and maintain an existing well closer than the required distance of 75 feet from the boundary at his property located on Tucker Hill Road in the Medium Density District in Dunbarton, NH. This applicant has requested a rehearing.

GARY CHICOINE BUILDERS ACTING ON BEHALF OF DAVID BARKIE (C6-3-13) – Denied an Equitable Waiver to allow him to continue to use and maintain an artesian well located closer than the required distance of 75 feet from the boundary at his property located on 58 Jay Drive in the Low Density District in Dunbarton, NH. This applicant has requested a rehearing.



ALFRED SANTILLI (K1-01-14) – Granted an Equitable Waiver to allow him to use and maintain an existing well closer than the required distance of 75 feet from the boundary at his property located on 31 Holiday Shore Drive at Gorham Pond in the Low Density District in Dunbarton, NH with certain conditions.

#### ADMINISTRATIVE APPEAL

KAREN AND STEVE ELSASSER AND DAN LABONVILLE (REPRESENTED BY ATTORNEY SCOTT HOGAN) – Denied an Administrative Appeal regarding the Dunbarton Planning Board April 21, 2004 Conditional Subdivision Approval for Robert and Dorothy Perry (REDML Development, LLC (D6-03-11) and D6-03-15) to construct a five building 19 unit Senior Housing Project on Morse Road on approximately 57 acres in the Low Density District in Dunbarton, NH. (The Robert and Dorothy Perry (REDML Development, LLC) Planning Board Approval for a five building 19 unit Senior Housing Project has been appealed to Superior Court by Karen and Steve Elsasser and Dan Labonville and is still pending.)

#### SPECIAL EXCEPTIONS

DAVID NAULT (B6-1-13) – Requested a Special Exception to allow him to construct an accessory apartment at his property on 1269 Montalona Road in the Low Density District in Dunbarton, NH. The application was withdrawn by the applicant.

LOUIS AND ANNA CHAN (H5-1-1) – Request to allow a Planned Residential Development (PRD), Article 6 of the Dunbarton Zoning Ordinance to allow them to subdivide a lot into a Planned Unit Development creating 9 new house lots, one existing house lot and one open space lot for a total of eleven (11) lots at their property located on Gile Hill Road in the Low Density District in Dunbarton, NH. The application was withdrawn by the applicants.

#### WATCHILL DEVELOPMENT – COUNTRYSIDE GOLF COURSE

The Dunbarton Zoning Board of Adjustment spent seven months deliberating on the pros and cons for the first large PRD (Planned Residential Development) to occur in Dunbarton consisting of 88 units. The applicants worked closely with the Zoning Board of Adjustment attempting to work out details. This was by far the largest project the Zoning Board has ever considered for Dunbarton. After much discussion between the Board and the applicants, the project was finally approved in August 2004 with many conditions. The following approvals were given to Watchill Development (Representing Countryside Golf Club, Inc.).

WATCHILL DEVELOPMENT (Representing Countryside Golf Club, Inc.) located on Route 13 (Stark Highway South) in the Low Density District in Dunbarton, NH was granted approval for a Special Exception under Article 4, Table of Uses and Article 6 of the ordinance to permit a Planned Residential Development on Lots B3-2-1, B4-2-11, A4-1-15 and A3-1-4 (the Property) with conditions one of which was that 100% of the residential units in the development shall be occupied by at least one person who is fifty-five (55) years of age or older and that a 40.4 acre conservation easement shall be granted to the Town of Dunbarton along with other conditions.

WATCHILL DEVELOPMENT (Representing Countryside Golf Club, Inc.) located on Route 13 (Stark Highway South) in the Low Density District in Dunbarton, NH was granted approval for a request for a Variance to Article 6, Section C(3) of the ordinance to permit eighty eight (88) dwelling units in a planned residential development on the Property, consisting of fifty two (52) single family units, six (6) two-unit



buildings (for a total of twelve (12) dwelling units) and six (6) 4-unit buildings (for a total of twenty four (24) dwelling units) on 240.4 acres of “developable land area”, where the ordinance would require 368 acres of “developable land area” subject to certain conditions.

WATCHHILL DEVELOPMENT (Representing Countryside Golf Club, Inc.) located on Route 13 (Stark Highway South) in the Low Density District in Dunbarton, NH was granted approval for a request for a Variance to Article 9, Section E(3) of the ordinance to permit no setback in two areas of the property where the Ordinance would require one hundred (100) feet as a side yard buffer setback for multi-family housing with certain conditions.

WATCHHILL DEVELOPMENT (Representing Countryside Golf Club, Inc.) located on Route 13 (Stark Highway South) in the Low Density District in Dunbarton, NH was granted approval for an Administrative Appeal/Determination Request that under Article 6, Section D. of the ordinance that the pre-existing golf course (including fairways, greens, tees and rough, but not the clubhouse, clubhouse parking and related buildings and structures appurtenant to the golf course) is a permitted form of open space in planned residential developments under the ordinance.

WATCHHILL DEVELOPMENT (Representing Countryside Golf Club, Inc.) located on Route 13 (Stark Highway South) in the Low Density District in Dunbarton, NH was granted approval for a Special Exception under Article 4, Table of Uses of the ordinance to maintain a pre-existing golf course clubhouse, pump house and clubhouse parking appurtenant to the golf course use as a commercial use on the Property, which Property also shall house a planned residential development subject to certain conditions.

In addition, the Dunbarton Zoning Board of Adjustment spent considerable time in working on proposed zoning amendments for both 2004 and 2005.

In considering an appeal, the Board must act on the evidence before it and make its decision. In making its decision, the Board often stipulates certain restrictions, which the appellant must adhere to.

In any case involving a conflict of interest with a Board member, the Alternate member sits with the Board of Adjustment. The member with the conflict of interest is excluded from all deliberations and the vote on the decision. The Board of Adjustment must act within the limits set by the Dunbarton Zoning Ordinance and enforcement of its decisions rests with the Selectmen.

Respectfully submitted,

Gertrude Dulude  
David Nault  
John Trottier, Chairman  
Leo Martel, Alternate  
John Herlihy, Vice Chairman  
Ron Slocum, Alternate  
Alison R. Vallieres, Secretary  
Dan DalPra, Alternate

## CENTRAL NEW HAMPSHIRE REGIONAL PLANNING COMMISSION – 2004

The Central New Hampshire Regional Planning Commission (CNHRPC) is an association of twenty communities in Merrimack and Hillsborough Counties established under RSA 36. CNHRPC provides a variety of planning services to its members, including consultations on planning issues; planning research; sample ordinances, regulations, and planning documents; access to Census information and other data sources; grant information; review and comment on planning documents; development review; and educational programs. Membership also entitles a community to affordable planning services such as master planning assistance, geographic information systems (GIS) mapping, and other land use and transportation planning-related assistance.

In 2004, CNHRPC staff assisted the Town of Dunbarton with the following:

- Assisted the Planning Board in completing the Community Master Plan.
- Consulted with the Planning Board and staff and provided information on topics such as: Information on review procedures under RSA 674:53 – Roadway in adjoining municipalities and Road Easements and taking procedures.
- Coordinated and began the process to draft the Town Natural Hazard Mitigation Plan.
- Reviewed subdivision applications as requested by the Planning Board
- Updated the Town GIS transportation layers.
- Assisted the Planning Board in drafting proposed amendments to the non-conforming uses and lots provisions of the Zoning Ordinance.
- Staff prepared maps and met with the town regarding the forecast 2030 housing and employment figures for the Regional Transportation Model.

In addition to local services described above, in 2004 the CNHRPC provided the following services to Dunbarton as part of regional activities:

- Held training sessions related to Planning Board process and development review procedures.
- Coordinated meetings of the CNHRPC Regional Resource Conservation Committee (R2C2). The R2C2 seeks to bring representatives of each of the region's communities together to work on conservation issues that affect the overall region.
- Hosted educational regional workshops on basic planning procedures.
- Conducted traffic counts throughout the region.
- Organized and hosted meetings of the CNHRPC Transportation Advisory Committee (TAC).
- Continued the update and expansion of the regional transportation model. The transportation model will be an integral component of the I-93 Bow to Concord Transportation Planning Study.
- Provided assistance to municipalities, groups and interested individuals regarding the Transportation Enhancements (TE) and Congestion Mitigation and Air Quality (CMAQ) programs.
- Provided continuing technical assistance to the Upper Merrimack River Local Advisory Committee and the Contoocook North Branch Local Advisory Committee.
- Provided assistance to CNHRPC member towns regarding National Flood Insurance Program (NFIP) participation and compliance.
- Maintained and updated the [www.nharpc.org](http://www.nharpc.org) website of statewide local census data and statistics.
- Assisted local housing and childcare advocacy groups through funding provided by the Community Finance Authority (CFA).

For additional information, please contact the CNHRPC staff or your representatives to the Commission, Larry Cook and Ken Swayze, or visit us on the internet at [www.cnhrpc.org](http://www.cnhrpc.org).

## BOARD OF ASSESSORS – 2004

The Board of Assessors meets on the third Tuesday of each month at 7:00 pm at the Dunbarton Town Office Building. All meetings are open to the public, however, it is recommended that appointments be made in advance. Anyone wishing to meeting with the Board by appointment should call the Dunbarton Town Office during normal working hours.

Throughout the year, the Board met with a number of property owners to review property assessments as well as timber tax, current use and gravel tax issues. There were very few appeals received this year and most were resolved within the office. There was one case heard before the NH Board of Tax and Land Appeals (BTLA) in the year 2004. Dunbarton's net assessed valuation was \$165,931,400 with the utilities accounting for \$14,820,200 (an increase of \$931,000 over 2003).

Anyone who might be eligible for a Veteran's credit must file an application with the assessors. A copy of a DD214 must accompany each application. To be eligible, one must have served in a foreign war or conflict between the dates specified under RSA 72:28 and be a resident of Dunbarton for at least one year. A \$100.00 credit is applied to one's tax bill annually if the application is accepted. If a veteran is totally disabled, a \$1,400.00 credit is available.

Anyone over the age of 65 may apply for an elderly exemption. The guidelines for eligibility are as follows:

- Must be a resident of Dunbarton for at least 12 months
- Income, if single, \$20,000, married \$30,000 (includes Social Security Benefits)
- Assets not to exceed \$45,000 (Does not include residence)

Exemptions are as follows: \*

- 65-74 years of age \$45,000
- 75-79 years of age \$50,000
- 80 years or older \$100,000

\* Residential property assessment is reduced by this amount.

Applications are available at the Town Office.

Anyone wishing to appeal his or her property taxes must make application before March 1<sup>st</sup> following their final tax bill. Hearings on all appeals received will take place before the Board of Assessors. If the applicants are not completely satisfied at the hearing, they have the option to appeal to the BTLA no sooner than July 1<sup>st</sup> and no later than September 1<sup>st</sup>.

The Town has started its revaluation of all land and buildings. It is to be completed by the end of 2005. The Board of Assessors awarded the contract to Vision Appraisals. We are looking forward to the completion of the process so that our property values properly reflect today's prices. Their data collectors and field supervisors are knowledgeable and hardworking. In order for the Town to stay within its budget, we are asking all residents to assist them with this process.

As of 2004, our equalization ratio based on last year's sales was 54.2%. This is a drop from 60.6% in 2003. This demonstrates that it is time for a town wide revaluation. When the equalization ratio is low, the town's revenues from the utilities and current use properties will also be low. They are linked together – the utilities by contractual agreements and the current use properties by law.

The Board voted to accept the resignation of Compton French who had been working for the town for over twenty years and who worked on two Dunbarton revaluations. It is with regret that the Board accepted his resignation and express their deepest appreciation for the many years of service he provided the Town of Dunbarton. He will be sorely missed.

The Board would like to thank Bud Noyes for taking over Mr. French's position as our town assessor. Mr. Noyes has been a professional assessor for many years and has worked with many N. H. towns.

Also we wish to thank Janice VandeBogart, our recording secretary, who makes our jobs much easier and keeps us well organized. Our appreciation also goes to Line Comeau for her help in coordinating with the Building Department.

Special thanks from the Chairman to the two other Board members, Bryan Clark and John Swindlehurst for their time and effort throughout the year. Their efforts make the Board a well run and knowledgeable organization.

Respectfully submitted,

Timothy Terragni, Chairman

Bryan Clark

John R. Swindlehurst, III

Board of Assessors



## VOLUNTEER FIRE DEPARTMENT REPORT

The fire department experienced another busy year responding to just over two hundred incidents. Growth continues to be a major concern for our small volunteer fire department as two large housing projects have been approved and another one has been proposed. This past year we experienced a 108 % increase in fire alarm activations and a 15 % increase in medical related calls. Inspections, fire permits, plan review, grant work, information request and other non-emergency activities also increased substantially this past year.

During National Fire Prevention Week our fire prevention and safety program was presented to all the students and staff at the Dunbarton Elementary School. Members of our department also participated in a fire prevention program and display in the City of Concord.

The new fire truck that was approved at last year's town meeting is expected to be delivered in early spring. This truck will replace a twenty-seven year old piece of apparatus and will greatly improve our firefighting capabilities. This truck will be the first fire truck owned by the town with a multi-person type cab and a built in foam system. A 1985 pickup truck was put into service as a forestry unit this past year replacing an old 1954 military surplus vehicle. A new pump, water tank, hose and other equipment were purchased for this truck from funds donated by the Dunbarton Town Forest. I would like to thank the members of the Dunbarton Town Forest Committee for this generous donation and to the members of the fire department who volunteered their time to work on this truck.

I am pleased to announce that we have received a \$44,950 grant from the Assistance to Firefighters Program through the Department of Homeland Security. This is the second grant in the past four years that our community has been awarded. This money will be used to buy more breathing apparatus, a rescue tool and a thermal imaging camera. Through another Homeland Security Grant all the mobile radios in our apparatus were replaced as part of a statewide compatibility program.

In addition to responding to emergency incidents, members of our department spent hundreds of hours this past year training on fire and emergency medical procedures and techniques, working on apparatus and equipment, maintaining our building and doing any other task asked of them. These dedicated men and woman save the taxpayers of our community thousands of dollars every year by volunteering to make Dunbarton a safer place to live.

I would like to thank all the people who supported our department by attending our chicken barbeque or who made donations this past year. I would also like to thank all the members of the fire department, police department, highway department, building department, transfer station, selectmen's office staff and the selectmen for their support and help this past year.

Respectfully submitted,  
Jonathan Wiggin  
Dunbarton Fire Chief

## **DUNBARTON VOLUNTEER FIRE DEPARTMENT MEMBERS**

Robert Andrews	Tamara Luby
Mark Andrews	Louis Marcou
Jennifer Allen	Debbie Marcou
Jacob Baker	Derek Milioto
Todd Beall	Joe Milioto
Peter Bedford	Pam Milioto
Patrick Bowne	Peter Montgomery
Erik Delude	Fred Mullen
Rene Forcier	Brian Naro
Joy Hammond	Sam Richards
Christine Ivinjack	Allison Swindlehurst
Terry Jelley	John R Swindlehurst III
Matt Jewell	Jim Tsiatios
Mark Lang	Jonathan Wiggin

## **2004 INCIDENTS**

Alarm Activation	25	Mutual Aid Fir	20
Auto Accident	22	Mutual Aid Med.	7
Auto Fire	3	Outside Fire	7
Chimney Fire	1	Service	8
Drill	8	Structural	2
Hazmat	2	Wires	11
Medical	85		

**SUMMARY OF FIRE DEPT. EQUIPMENT FUND**

Fiscal Year Ended December 31, 2004

Cash on Deposit December 31, 2003	\$16,438.03
Receipts 1/1/04 to 12/31/04	\$18,369.46
Interest on Investments	\$75.66
Total	\$34,883.15
Disbursements 1/1/04 to 12/31/04	(\$1,544.37)
Cash on Hand December 31, 2004	\$33,338.78

Respectfully submitted,

Pamela Milioto  
Town Treasurer

## TOWN FOREST FIRE WARDEN AND STATE FOREST RANGER - 2004

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands cooperate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden of Fire Department to find out if a permit is required before doing ANY outside burning. A fire permit is required for all outside burning unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 1-800-498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information contact the Division of Forests & Lands (603) 271-2217, or online at [www.nhdf.org](http://www.nhdf.org).

This last year was fairly wet throughout the spring and summer months, however we finished the season with an active fall fire season. In order to meet an increased demand for services, the Forest Protection Bureau was reorganized into three regions with smaller Forest Ranger Districts and over the last several years we have added two Forest Rangers. The fifteen state fire towers were the first to report on many fires throughout the state and they completed many other projects on the low fire danger days. The state implemented a program called Tower Quest to help citizens learn about fire towers and the need to protect New Hampshire's forest resources. The United States celebrated Smokey Bear's 60<sup>th</sup> birthday in 2004, and celebrations were held throughout the state. Please help Smokey Bear, your local fire department and the state's Forest Rangers by being fire smart and fire safe!

### ONLY YOU CAN PREVENT WILDLAND FIRES 2004 FIRE STATISTICS

Total Fires: 462      Total Acres: 147

#### CAUSES OF FIRES REPORTED:

Arson	15
Campfire	41
Children	12
Smoking	19
Debris	201
Railroad	1
Equipment	5
Lightning	5
Misc.*	163 (*Misc.: power lines, fireworks, electric fences, etc.)

Respectfully submitted,  
Brad Simpkins, Forest Ranger  
Jonathan Wiggin, Fire Warden



## **DUNBARTON CONSERVATION COMMISSION - 2004**

### **Kimball Pond**

In May the Conservation Commission held a cleanup day at the Kimball Pond Conservation Area. Trash was picked up along Rangeway Road (formerly Legache Hill Road), Kimball Pond Road, and at the boat launch. The dam was inspected and debris removed in preparation for state inspection.

The Conservation Commission has completed the work necessary to dissolve the NJ Nassikas Corporation, which the Town purchased in order to add 699 acres to the Kimball Pond Conservation Area. This took two-and-a-half years.

The tenant in the house acquired as part of the Nassikas land purchase has been keeping the property insured and in good repair, and he reports regularly to the Conservation Commission.

### **Milfoil Control**

At the request of the Board of Selectmen, the Conservation Commission drafted a milfoil control policy for Dunbarton. Milfoil is an invasive water weed that is badly affecting lakes and ponds throughout the state. Gorham Pond has a severe milfoil problem and was chemically treated by the State of NH three years ago.

At the request of residents of the Gorham Pond Area and the Board of Selectmen the Conservation Commission bid out treatment for milfoil control for Gorham Pond and competitively applied for a 35% matching grant from the NH Dept. of Environmental Services to cover part of the cost of treatment for 55 acres at the pond. This grant was approved, and we are getting \$4,068.75 from the State. Total cost for treatment by Aquatic Control Technology for 55 acres at Gorham Pond is \$11,625. At town meeting the town will be asked to raise and appropriate \$7,556.25 to cover our share of the treatment cost.

Kimball Pond, Long Pond and Purgatory Pond were inspected for milfoil by the NH Dept. of Environmental Services this summer and there is none there yet. The Conservation Commission has recruited "weed watchers" for these ponds in hopes of spotting any milfoil and removing it before it gets established. Town residents are asked to please inspect their boats and trailers for milfoil, and to help keep it out of our other ponds by asking any out-of-town visitors you see to do the same.

### **Scenic Roads**

In the 1970s, by a vote at Town Meeting, eight roads in Dunbarton were designated as Scenic Roads. These roads are Black Brook Road, County Road, Gile Hill Road, Guinea Road, Rangeway Road (formerly Legache Hill Road), Line Hill Road, Stone Road, and Tenney Hill Road.

The Conservation Commission held a Scenic Road Public Hearing regarding PSNH tree cutting on scenic roads. After listening to public comments, permission was granted to remove the identified trees. The Conservation Commission attended a Planning Board site walk of Gile Hill Road to discuss upgrade requirements as it relates to a subdivision application and the Scenic Road designation. The Conservation Commission scheduled a Scenic Road Public Hearing for January 2005.

The Conservation Commission purchased and installed signage for our Scenic Roads in order to increase public awareness of which roads are designated as Scenic Roads.

### Master Plan

The Conservation Commission helped develop ideas for and write the Natural Features chapter of the Master Plan. A member of the Conservation Commission served on the Master Plan Steering Committee.

### Other Business

Conservation Commission members conducted the annual monitoring of conservation easements for which the Town serves as grantee. This year a new conservation easement was received as part of the North Woods Road subdivision. It is 3.2 acres adjacent to the "Ray Road" lot. A gate has been installed at the Kuncanowet Natural Area. Members reviewed five wetlands applications, three for driveway crossings and two for ponds. Nine notifications were received from NH Department of Environmental Services: eight for forestry and one for road maintenance.

All residents are reminded that any activity involving wetlands, including stream crossings, requires a permit from the NH Wetlands Bureau in the Department of Environmental Services. Please contact a Conservation Commission member, or attend our monthly meeting, if you have any questions about wetlands laws or have a project that might affect wetlands. One resident did just that, and after having a soil scientist come out to identify the edge of the wetlands, he was able to adjust his plans to avoid the wetlands.

The Conservation Commission meets the second Wednesday of the month at 7:30 pm in the Town Offices. The public is welcome to attend. The minutes of the Conservation Commission meetings are available on the Town website.

Respectfully submitted,

Lawrence Cook, Chair  
Brett St. Clair, Vice Chair  
Darlene Jarvis, Secretary  
George Holt  
Ronald Jarvis  
Mathew Lavey

Margaret Watkins  
Mel Gendron, Alternate  
Rick Kiah, Alternate  
Stan Sowle, Alternate  
Mark Wamser, Alternate

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**DUNBARTON CONSERVATION COMMISSION - 2004****PROPERTY UNDER THE AUTHORITY****OF THE CONSERVATION COMMISSION**

Three Lots in Great Meadow	70 acres
Lot South of Gorham Pond	13 acres
Long Pond Lot	16 acres
Ray Road Lot	20 acres
Kimball Pond Lot	77 acres
South side Everett Dam Road	122 acres
Kimball Pond Lot (acquired in 2000)	93 acres
NJ Nassikas Lots, Kimball Pond (2002)	699 acres

**CONSERVATION EASEMENTS**

Story Easement	45 acres
Grant Easement	8 acres
Westbrook/Schumacher Easement	145 acres
New Greenton Prop. Easement – Kimball Pd	77 acres
North Woods Road	3.2 acres

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## DUNBARTON POLICE DEPARTMENT 2004

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### Introduction

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As always, I want to extend my appreciation to the Selectmen, the Town Office Staff, the members of the Dunbarton Fire Department, the Dunbarton Highway Department and Transfer Station staff, the Dunbarton Elementary School Staff and all of the folks of Dunbarton who make this such a special community. Especially, I want to thank the dedicated members of the Dunbarton Police Department.

This year was marked by a number of challenges and two losses for our department. First, Walter Smith died. Mr. Smith was a part time officer who served our community for years. We will miss Mr. Smith presiding over the Old Home Day parade from the LaMarca's antique cruiser. Second, Barbara McCann returned to the private sector after running our office for the last two years. Barbara was instrumental in facilitating our Accreditation efforts, managing our new information system and helping to create a quality office culture. We will miss her friendship and guidance: we wish her well!

We are very fortunate to have found an excellent person to take over where Barbara left off. It gives me great pleasure to introduce Shaunna Taylor as our new office administrator. She has worked for the Goffstown Police Department for the past 18 years and was the Legal Bureau secretary. Shaunna brings paralegal skills, knowledge and abilities as well as excellent people skills. We are very fortunate to have Shaunna become a member of our Department.

We are very pleased to have Part Time Officers Eric Blow and Shayne Durant on the road covering shifts. This was one of our 2004 Department Goals and is an important benchmark for our department. They completed the Part Time Academy and our Field Training Program and began covering shifts this fall. Mike Gorman, Joe Milioto, Rene Forcier and Chris Connelly have done a great job sharing their knowledge and experience with Eric and Shayne.

This summer Joe Milioto suffered an injury that kept him out of commission for several months. Fortunately, Rene Forcier really stepped to the plate and helped cover while Joe was recovering. We greatly missed Joe and really appreciate Rene's effort. Joe and Rene continue to provide night and weekend coverage, which enables us to provide 24 hour/day 7 days/week coverage. This level of coverage is very unusual for a department our size. We appreciate their years of dedication and service.

We have four excellent volunteers: Auxiliary Officers Beth and Lenny LaMarca, George Patterson and Chaplain Cindy Bagley. These dedicated volunteers donate their time and energy in support of our Department and have become essential to our mission. Lenny performs routine cruiser maintenance and arranges additional cruiser work, which saves us time, energy and expense. Beth helps us monitor the school zones and bus routes and completes traffic surveys. George provides us with essential first aid training. Chaplain Bagley has provided support for our community and the members of our Department who have suffered. We appreciate our volunteers who make our jobs easier.

Chris Connelly continues to do excellent work. Chris does a great deal in the pursuit of our mission, much of which goes unnoticed. Since we are a small agency we do all of the "small stuff" such as ordering, picking up and issuing or installing new equipment and uniforms. We perform administrative functions such as complying with NH Police Standards and Training Council requirements, accreditation work, payroll, training, ordering office supplies and cleaning the station. Certainly, these are not glamorous endeavors,



but they must be done and done in addition to our law enforcement responsibilities. Chris participated in three Master Plan committees and represented our department well. Moreover, he trained both Eric and Shayne in the Field Training Program. Chris continues to do excellent work and I appreciate his effort, energy and intellect.

In August we hosted our first Senior Fair. Representatives from American Express, the Visiting Nurse Association, Service Link, the American Red Cross, NH Elderly Services, AARP, the Dunbarton Welfare Officer and the Dunbarton Recreation Committee attended. The event featured an identity fraud presentation and a roundtable discussion. We hope that this event continues to grow and reach more of our older community members. Additionally, the Singer family, Congregational Church and the Dunbarton Police Association hosted our Second Holiday Dinner. Again, it was a positive experience for our senior citizens.

We have submitted our application for CALEA (national) Recognition, which is the next step toward our goal of achieving CALEA Accreditation. In 2005, our goal is to complete Self-Assessment, Mock On-Site and On-Site in the pursuit of CALEA Recognition. This represents a significant and continual effort to meet nationally recognized law enforcement standards. While time-consuming, this process facilitates our pursuit of excellence and is vital to our mission.

This year we have seen an increase in time-consuming investigations. One dog abuse case consumed over two weeks of our time including overtime hours. Toward the end of the year we handled five Burglaries that required investigation and follow up that continues. When we experience such cases our day-to-day "routine" calls for service suffer. This is an area that needs improvement that additional manpower can help resolve.

Activity				
Call for Service	2001	2002	2003	2004
Animal Complaint	53	60	86	63
Department Assist	15	26	47	23
Police Information	6	49	71	52
Investigation			12	3
Criminal Threatening	6	1	7	11
Illegal Dumping	9	6	10	8
Found Property			6	8
Welfare Check	3	9	6	16
Noise Complaint	11	12	8	19
Criminal Trespass	4	12	4	1
Walk and Talk			4	18
MV Crash- Deer			8	8
Civil Matter	28	17	13	20
Vacant Property Check	20	11	9	5
911 Call	5	29	27	21
Parking Complaint			2	3
Motorist Assist	8	16	31	19
Citizen Assist			72	27
Court			3	12
Abandoned Vehicle			21	19
Arrest	15	28	12	21
MV Crash	49	63	52	57
MV Complaint	23	23	4	49

<b>Call for Service</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
MV Stop	205	210	450	354
Directed Patrol			22	84
Building Check			1	
Juvenile	20	19	26	17
Criminal Mischief	13	30	30	19
General	85	262	63	86
Traffic Problem	6	11	9	11
Suspicious Vehicle	6	18	38	30
Suspicious Person	2	6	12	17
Sexual Assault			2	
Burglary	8	6	3	14
Burglar Alarm			87	78
Unattended Death	2	2	4	2
Assault			5	1
Drugs			1	1
Theft	14	19	22	28
Intoxicated Subject			1	
Fight	1	1	2	
Domestic Violence	9	13	10	19
Shots Fired	5	16	16	13
Missing Person	1	4	3	3
Missing Juvenile			2	6
Vehicle Maintenance				9
Paperwork Service	26	48	43	62
OHRV Complaint	5	7	8	15
Crime Prevention	30	28	18	3
Community Policing			2	16
DARE	0	13	13	4
Disorderly Conduct			1	
Fraud			1	
Fingerprinting			2	3
Assist Fire	12	27	62	42
Follow Up			11	19
Harassment	2	10	3	8
Lost Property				3
Highway Call Out			9	
Panic Alarm			1	
Neighbor Dispute			3	9
Pistol Permit	19	28	37	36
Snow Plowing Complaint			17	
VIN Verification	22	26	14	30
<b>Total</b>	<b>748</b>	<b>1166</b>	<b>1557</b>	<b>1525</b>

## DUNBARTON POLICE DEPARTMENT

### Our 2004 Goals were as follows:

1. Complete Enhanced Training for our part time officer to meet CALEA Standard 16.3.3.

We have completed approximately 60 hours of training this year and 30 hours last year. This Enhanced Training is intended to enable us to comply with CALEA standard 16.3.3.

2. Comply with the new State Standards for firearm qualification. Find an appropriate firearm range for training.

We achieved our firearm qualification. However, we are still searching for an appropriate range. The Town Pit off of Kimball Pond is ideal, but some more work needs to be done to secure this as our range.

3. Begin covering shifts with our part time officers, especially on weekends.

We achieved this goal. Both Eric and Shayne have begun working shifts.

4. Maintain Motor Vehicle education/enforcement efforts.

We achieved this goal. We participated in Impaired Driver Enforcement programs with other departments and stopped over 350 vehicles last year. This was a positive accomplishment especially with our increased training this year.

5. Explore the possibility of obtaining 2 equipped mountain bikes and a bike rack. These would be used for bike patrols in the OHRV Park, Kimball Pond and other recreational areas and neighborhoods.

We had to abandoned this goal. I thought it was more important to concentrate on training our new part time officers than starting a new bicycle program. I believe a bicycle program will be very helpful especially with our OHRV enforcement, but the time was not right this year. We did not allocate any budget funds for this goal.

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### Conclusion

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We have created a 5-Year Plan that has been on our web page for over a year now. Additionally, we have participated on Master Plan committees and included our core goals from our 5-Year Plan in our sections of the Master Plan. We are striving to plan strategically and at the same time offer access in order to inform the people we serve and to solicit feedback. While time consuming we believe that excellent service begins with being open and responsive and encouraging community involvement.

Through strategic planning we are working to improve our resources incrementally and in a fiscally responsible manner. Since coming to Dunbarton, I have been clear about the fact that our department is under staffed and under resourced. I have utilized hard data from various sources to document this problem.

I will continue to provide documentation to support our budget requests increases in personnel. We have addressed these difficult issues in our 5-Year Plan and I encourage everyone to read our vision and provide feedback.

I want to thank the people of Dunbarton for your support throughout the year and especially at Town Meetings. We have purchased new portable radios, a state-of-the-art information system, have hired an excellent full time officer, and are beginning to increase our patrol coverage because of your support. Please remember the Dunbarton Police Department is your police department. If I, or we, can ever be of any assistance please call our business number at 774-5500 or our dispatch number at 224-1232 if you need immediate service or to speak with an officer. Our office hours are Monday, Tuesday and Wednesday from 10 AM to 2 PM.

Sincerely,

Jeffrey S. Nelson  
Chief of Police



**SUMMARY OF DARE ACCOUNT**

Fiscal Year Ended December 31, 2004

**TOWN OF DUNBARTON DARE PROGRAM**

Cash on Deposit December 31, 2003	\$289.19
Receipts 1/1/04 to 12/31/04	\$0.00
Interest on Investments	\$1.76
Total	\$290.95
Disbursements 1/1/04 to 12/31/04	\$0.00
Cash on Hand December 31, 2004	\$290.95

Respectfully submitted,

Pamela Milioto  
Town Treasurer

## AUDITORS REPORT FOR YEAR 2003

In planning and performing our audit of the financial statements of the Town of Dunbarton, New Hampshire for the year ended December 31, 2003 we considered the Town's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

During the course of our audit, we did not become aware of any matters that were opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this addresses the status of our prior year's findings and recommendations.

Status of prior year's findings and recommendations:

### General – GASB #34

Finding/Recommendation – GASB's (Governmental Accounting Standard Board) Standard #34 requires municipalities to implement a wide range and dramatic change in their accounting and reporting. In particular, the Standard requires that municipal entities adopt the full accrual basis of accounting – this means that all assets owned by the Town, including land, land improvements, buildings, vehicles, etc., must be capitalized and depreciation expense taken on the assets over their estimated useful lives. The Town, for financial reporting purposes, will need to become compliant with GASB #34 by 2004. We have recommended that the Town comply with the Standard for 2004.

Status – The Town is working on becoming GASB #34 compliant for the year 2004.

### Modified Accrual Basis of Accounting Versus Cash Basis

Finding/recommendation – We had noted in the prior year that the Town currently runs mostly on the cash basis during the year, with adjustments done at year end either by the auditors or the Town Office to adjust the books to the modified accrual basis of accounting. We had recommended, with the changes with the implementation of GASB #34, the Town must begin to upgrade its accounting methods during the year so that at year end the Town's books have already been adjusted to the modified accrual basis of accounting. This would include adjusting the liability to the School to the amounts due at year end, recording payables at year end through the accounting software payables module for bills for services rendered during the year but not billed to the Town until after year end, accrued payroll liabilities at year end and adjusting tax receivables and revenue accounts monthly during the year.

Status - The Town is working towards adopting the recommendation to upgrade its accounting methods to modified accrual.

### Additional Training on Accounting Software

Finding/Recommendation – We have noted during the prior year's audit a number of items at year end that indicated additional training in the use of the accounting software might be needed. In particular, we had noted that the trial balance was not in balance at year end and that the payables shown as payable

at year end from the payables module were substantially less than the amount that the accounts payable account indicated the Town owed at year end.

Status - We noted during our audit that the Town had addressed these issues with the software company.

### Special Revenue Funds

#### Minimum Accounting Controls

Finding/Recommendation – The Town has a number of Special Revenue funds, other than the Library, that were not on the accounting software but rather tracked manually, outside of the normal accounting controls in place at the Town Office. While we did not note a complete lack of accounting controls for any one committee, we had made a general recommendation to apply to the minimum accounting controls for all of the committees, excluding the Library.

We had recommended that the Town set required minimum accounting controls (sort of an oversight or review of financial activity during the year) in place from one of the following two options: (1) Have two individuals involved in the financial aspects of the committee so that one can check the other or (2) Require the individual responsible for the financial aspects to report at least quarterly to the committee and have an individual from the committee at least once a year at random review the financial records to the committee. We did not intend that the requirements be overly burdensome and by no means did we raise the suggestions based upon our audit tests. Rather, as the committees and their functions continue to increase, we have recommended that the Town establish minimum accounting controls to be used in the future.

Status – The Town is working on addressing the recommendation.

We will review the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with Town personnel and we will be please to discuss them in further detail at the Town's convenience, to perform any additional study of these matters or to assist the Town in implementing our recommendations.

Respectfully submitted,

Mason & Rich Professional Association  
Certified Public Accountants

## **DUNBARTON ETHICS COMMITTEE - 2004**

The Ethics Committee was formed in 2001 when the Dunbarton Ethics Code was adopted at Town Meeting.

The committee is charged with conducting ethics training for town officials, board members and employees and to provide advice and counsel to officials, board members and employees regarding ethical issues with which they are confronted.

In the event an ethics complaint is filed, the committee conducts a formal hearing and makes a written finding on the complaint.

Copies of the Dunbarton Ethics Code and ethics forms are available at the Town Offices, on the Dunbarton website or from members of the committee.

We welcomed newly-elected member Brigitte Cook to the committee in March and acquainted her with the ethics code and how the committee operates.

In April, we held a well-attended ethics orientation for newly-elected and appointed town officials.

In December, at the request of the Dunbarton Board of Selectmen, we issued an advisory opinion on whether there might be a potential conflict of interest, or perceived conflict of interest, as defined by the Dunbarton Ethics Code, if a town employee operated a private business related to their public employment.

Over the course of the year, we developed a procedural flow chart for internal use to guide us as we take up issues that come before us.

We would like to express our appreciation to Gayle Troy, whose term ended in March, for her four years of service to the committee. Her professionalism, knowledge and insights were of great value to our town.

The Ethics Committee meets at 7:30 p.m. on the fourth Thursday of the month at the Town Offices. Should we need to convene at other times, we meet at the Dunbarton Elementary School. Our meetings are open to the public.

Respectfully submitted,

Nick Holmes, Co-Chair  
Brett St. Clair, Co-Chair  
Jacqueline Kennedy, Secretary  
Scott Ives  
Brigitte Cook



## TOWN COMMON PROJECT COMMITTEE - 2004

Another busy year fundraising has put us closer to our \$50,000 goal and the light at the end of the tunnel is now visible. Our 2004 year-end balance was \$40,074.97; an increase of \$4,441.77 from the previous year. This would not have been possible without the support of our townsfolk.

Our continued thanks go to those who purchased our raffle tickets and crafts or supported us with donations of goods and materials, and to those of you who sold our items and sponsored Fundraisers: Dunbarton Country Store, Discovery Toys, Shorty's Mexican Restaurant, Dunbarton Gardens, Congregational Church, Open Barn Studios and Mike Malloy Antiques.

The exact location of a new bandstand/gazebo is still under discussion with many factors to consider. Among them: potential changes to the town buildings on site, underground utilities, existing historical memorial trees, topography, impact to abutters. Potential safety improvements and changes to the roads surrounding the Common must also be decided before a site is chosen.

We are at the point where an Architect will soon be needed to design the bandstand/gazebo and the committee is hoping there might be an appropriate individual in our own community. Help would be welcome for this or any other aspect of the project. Contact us at [towncommonprojec@aol.com](mailto:towncommonprojec@aol.com).

Respectfully Submitted,

Donna Dunn Co-Chair, Treasurer  
Judy Petersen, Co-Chair  
Deb Auger, Secretary (term expired 2004)  
Diane Driscoll  
Bill Morse (term expired 2004)  
Joanne Johnson  
Paula Mangini  
Lee & Gail Martel  
Nancy Rizza  
Chuck Graybill, Selectmen Liason

### Town Common Project Mission Statement:

To enhance the appearance and increase the usability of the Town Common grounds to further enrich Dunbarton's community atmosphere. A new bandstand, to replace one previously on the common, is the major focus with appropriate sitting/viewing areas to be incorporated. Improvements will be simple, practical, durable and low maintenance, preserving green space and aesthetically complementing the historic nature of the surrounding structures.

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## OLD HOME DAY COMMITTEE - 2004

Old Home Day was celebrated July 17 and 18, 2004. Events this year were held in conjunction with the Bow Turn2 Softball tournament.

Saturday events kicked off with a yard sale, flea market and Library book sale. The parade returned to its 10:00 am time slot, and included a bike decorating contest for the kids. Following the parade, musical entertainment was provided by the Concord Coachmen and the Kan-0Tu Blues Band. Children enjoyed the giant slide, pony rides, and games. The day ended with a street dance on the Common, with music provided by DJ Jeremy Belanger.

Despite showers nearby, Sunday evening events proceeded on schedule. The Lion's Club held their famous ice cream social, the Dunbarton Police Association sold hot dogs, popcorn, and beverages, and the Eric Jackson Band entertained as we all waited for the big event. Many thanks to J. R. Swindlehurst and the Dunbarton Fire Department crew for another fabulous fireworks display. The rain started just as the fireworks ended.

The committee would like to thank everyone who contributed to the success of this year's events, especially Jeremy Belanger, Hillary Holmes, the American Legion, the Dunbarton Fire Department, Dunbarton Police Department, members of the First Congregational Church, the Dunbarton Police Association, the Recreation Committee and the Dunbarton Lion's Club.

Old Home Day will not be coordinated by the Recreation Committee. Anyone interested in planning Old Home Day events should contact the committee.

Respectfully submitted,

Nancy Lang  
Bill Sherman  
Kim Sterl  
Dunbarton Old Home Committee

## DUNBARTON RECREATION COMMISSION – 2004

The Dunbarton Recreation Commission was busy in 2004 with various tasks and activities. The first of which was to create and adopt “by-laws” for our athletic programs. We spent many months gathering information from Dunbarton residents, athletic programs already implemented in neighboring towns and nationally recognized athletic leagues. After several public meetings and then a Public Hearing in July the Policies and Procedures were adopted. They can be accessed through the Dunbarton town website.

We sponsored two trips to Boston this past year. The first one was in March to the Annual Flower Show at the Bayside Expo. The second trip was in early December to the Quincy Market/Faneuil Hall area for shopping. We hope everyone enjoyed them.

The Easter and Halloween parties were well attended once again. In April, the children enjoyed decorating and hunting for eggs and, of course, the visit from the Easter Bunny. In October, over one hundred costumed children spent time playing Halloween-themed games and being spooked on the Haunted Walk. Trick-or-treaters also received glow necklaces from the Dunbarton Police on Halloween night in an effort to increase safety. Several children braved the inclement weather for the Annual Tree Lighting on the Town Common. We’d like to thank the library trustees for opening the library so the children could enjoy their visit with Santa.

During the year, Dunbarton Recreation purchased a shed in which to store all the party supplies, Haunted Walk props, and sports equipment and team benches. Having everything centrally located behind the elementary school has been invaluable.

The Basketball Program purchased new team benches and had an additional scoreboard outlet installed to benefit the teams and spectators. The softball program made field improvements to improve drainage and equipment purchases to replace aging equipment.

The Dunbarton Recreation Commission recognizes that the programs could not take place without the help of so many community members. We would like to take this opportunity to thank everyone for all they do for Dunbarton. This includes:

- The softball players and parents who held a carwash to raise funds toward new batting helmets.
- Those who donated items, baked goods and time to the yard sale to benefit the new trophy case.
- Townspeople who helped out with the holiday parties and Haunted Walk.
- Businesses and townspeople who donate to our programs and support our fundraisers.
- The coaches, referees, umpires, program coordinators and concession coordinators for our athletic programs.
- Santa Claus and the Easter Bunny for visiting with the children.

Dunbarton Recreation would like to take this opportunity to thank our resigning members Jacques Belanger and Sue Nichols and to welcome our new members Dean Jore and Jeff Nelson. We enjoyed

working with Jacques and Sue and we will miss their energy and enthusiasm. Thank you both for all that you have done. Jeff and Dean joined us early in the year. We welcome them and look forward to new ideas.

We would like to thank everyone for supporting our programs and for the constructive feedback. We are always looking for new ideas and welcome any that you may have.

Respectfully submitted,

Terri Francoeur  
Kim Vaillancourt  
Annie Carney  
Jeff Nelson  
Karen Lessard  
Dean Jore  
Jean Leo



## **DUNBARTON PLANNING BOARD - 2004**

The Dunbarton Planning Board has been exceptionally busy this past year. To begin the term, we presented new zoning changes at the Town Meeting, which were approved by the voters. We also amended thirteen items within our Land Subdivision Control Regulations, which the board held several Public Hearings on and adopted.

The Board approved the Town's first Adult Community on Morse Road, consisting of nineteen dwelling units within 5 separate buildings. The Board also heard nine new subdivision requests creating sixteen new lots.

The Planning Board had devoted most of its focus this past year on assembling the new Master Plan, which will be completed and ready for final vote by the Planning Board at the January Public Hearing.

The Planning Board expresses gratitude and appreciation to the members of the Steering Committee, the Sub-Committees and all other participants for their time and effort in putting together all the information into the new Master Plan. On behalf of the Planning Board, I would like to extend special thanks to Ron Slocum and Planning Board Co-Chairman Brian Nordle for sharing the Chairmanship duties of the Steering Committee and organizing the entire effort. All should show appreciation for their commitment to this project.

In 2005, the Planning Board will initiate drafting the Town's first Capital Improvement Plan, following the adoption of the new Master Plan. Hopefully, we will then assess a precise dwelling unit inventory for the Build-out Study. Other important projects are to finally undertake a complete refurbishing (and reprinting) of the Planning Board's subdivision regulations; and a re-review of our current Zoning Regulations in reflection of the new Master Plan.

Respectfully Submitted,

James Marcou, Chairman  
Brian Nordle, Co-Chairman  
Alison Vallieres, Secretary  
Mert Mann, Selectman  
Ken Swayze  
Mike Poirier  
George Holt  
Dave Breault, Alternate

## HISTORICAL AWARENESS COMMITTEE - 2004

Most of this past year was spent in the preparation of our new historical book "Where Settlers' Feet Have Trod". After the March 2003 town meeting where the townspeople graciously voted to fund most of the cost of publication and also offered this committee many photos of historical significance that could be included, the committee gathered very frequently during the following 12-15 months to achieve a print/ready copy. This truly was quite a learning experience for all of us.

The book itself was researched by the author, Harlan A. Noyes; photographs were obtained from townspeople and the Tucker-Hadley Collection and were scanned, made print ready for publication by Tom Hathcoat and Bruce Holloway offered his assistance. The entire book was designed and edited by William and Rebecca Rolke, both of whom invested long and untold hours on this project. Deborah Jore proof-read the entire text; Ken Swayze arranged the many necessary meetings with the staff of R. C. Brayshaw and Company of Warner, New Hampshire, our printer. We all are greatly pleased with the fine product they ultimately produced for us.

Distribution began in July of 2004 and we received a lovely write-up in the Bow Times and appropriate photos of the occasion which took place at the Town Office Building. Over these past 6-7 months we have been appreciative of the public's acceptance of our book and the many orders that have been received as well as the consistently positive comments from those who have purchased it. The Committee also received a request from a group of local townspeople who home school their children, asking to take those youngsters on an Historical Tour to visit some of the properties specifically covered in this book.

Towards the closing of the year committee members assembled historical material for a Master Plan subcommittee that will, hopefully, become a part of Dunbarton's Master Plan. Minutes of our monthly meetings are recorded by the chair, Betty Ann Noyes and are on file at the Town Office. The Committee has taken a break these past few months but our next meeting is scheduled for February 28, 2005 at 8:00 P.M. in the Town Office Building. We hope next to work on a very important project, the mapping the town's old cellar sites and developing each site's history. This project is believed to be of the utmost importance when one considers the continued development of our town's open land. We cordially invite all interested persons to participate with us in this very important undertaking.

Respectfully submitted,

Betty Ann Noyes, Chairperson  
Thomas Hathcoat  
Deborah Jore  
Harlan A. Noyes  
William Rolke  
Rebecca Rolke  
Kenneth Swayze

## COMMUNITY ACTION PROGRAM - 2004

### SUMMARY OF SERVICES 2004 PROVIDED TO DUNBARTON RESIDENTS BY THE CONCORD AREA CENTER COMMUNITY ACTION PROGRAM BELKNAP-MERRIMACK COUNTIES, INC.

SERVICE DESCRIPTION	UNITS OF SERVICE	HOUSEHOLDS/ PERSONS	VALUE
<p>COMMODITY SUPPLEMENTAL FOOD PROGRAM is a nutrition program that offers participants free nutritional foods to supplement their daily diet. The program serves children under six years of age, women during pregnancy and up to 12 months after the birth of their baby. Value \$22.00 per unit. *(An individual may not be enrolled in both the WIC Program and CSFP, but a family may have members on both programs.)</p>	Packages - 72	Persons -6	\$ 1,584.00
<p>CONGREGATE MEALS All elders are welcome to our Congregate meal sites/Senior Centers for nutritious hot meals, social/recreational activities and special events. Value \$6.72 per meal</p>	Meals – 3	Persons – 1	\$ 20.16
<p>EMERGENCY FOOD PANTRIES provide up to five Days of food for people facing temporary food crisis. Value \$5.00 per meal</p>	Meals – 100	Persons – 10	\$ 500.00
<p>FUEL ASSISTANCE is available to income eligible households to help with energy costs during the prime heating season. Priority is given to the elderly and disabled. The average benefit for the 2003-04 program was \$506.00</p>	Applications - 29	Persons - 51	\$11,842.83
<p>MEALS-ON-WHEELS provides the delivery of nutritionally balanced hot meals to homebound elderly or adult residents five days per week. Value \$6.59 per meal.</p>	Meals - 461	Persons – 6	\$ 3,037.99
<p>WOMEN, INFANTS AND CHILDREN provides specific food to supplement daily diet of pregnant or nursing women as well as children under five. Participants receive medical-nutritional screening, counseling and education. Value includes cost of vouchers and clinical services at \$42.73 per unit.</p>	Vouchers - 182	Persons – 15	\$ 7,776.86
<p>ELECTRIC ASSISTANCE program is a statewide program funded by all electric rate payers which provides a specific tier of discount from 15% to 90% on electric bills for income eligible households.</p>			Statistics not available at this time

**COMMUNITY ACTION PROGRAM - 2004**

<b>SERVICE DESCRIPTION</b>	<b>UNITS OF SERVICE</b>	<b>HOUSEHOLDS/ PERSONS</b>	<b>VALUE</b>
HEAD START is a child development program serving Children before they enter public school. Classroom and in-home learning services are provided for both children and their families. Value \$7,309 per child.		Children – 1	\$7,798.00
WEATHERIZATION improves the energy efficiency of income eligible households. Supplemental program also includes furnace replacement, water heater replacement and roof repair. Value includes average material and labor.	Homes – 2	Persons – 4	\$ 700.62
	Grand Total		<u>\$ 32,260.46</u>

INFORMATION AND REFERRAL - CAP provides utility, landlord/tenant, legal and health counseling as well as referrals for housing, transportation and other life concerns. These support/advocacy services are not tracked.



## BIRTHS REGISTERED IN DUNBARTON - 2004

DATE OF BIRTH	NAME	PLACE OF BIRTH	NAMES OF PARENTS
January 11, 2004	Ty Robert Pacheco	Concord, NH	Shawn Pacheco Sharon Pacheco
February 5, 2004	Krysten Wiktoria Proksa	Manchester, NH	Robert Proksa Annmarie Proksa
February 13, 2004	Elena Maria Jay	Manchester, NH	David Jay Nicole Jay
February 23, 2004	Katelynn Elizabeth Choiniere	Manchester, NH	JasonChoiniere AndreaChoiniere
February 24, 2004	Joshua Michael Ohman	Concord, NH	Timothy Ohman Tanya Ohman
March 25, 2004	Nicole Piper Bullis	Manchester, NH	Randy Bullis Annie Bullis
April 7, 2004	Nikolas Thomas Georgantas	Manchester, NH	JasonGeorgantas GailGeorgantas
April 11, 2004	Madison Rose Speckman	Concord, NH	Stephen Speckman Michele Speckman
April 12, 2004	Braden Patrick Dougherty	Manchester, NH	Mark Dougherty Siobhan Dougherty
April 25, 2004	Sidney Claire Virta	Concord, NH	Matthew Virta Heidi Virta
May 19, 2004	Lucy Virginia Little	Manchester, NH	Brian Little Kimberly Little
May 25, 2004	Hannah Elizabeth Dufoe	Manchester, NH	Michael Dufoe Robin Dufoe
May 31, 2004	Jack Ryan McCarthy	Manchester, NH	Gregory McCarthy Kimberly McCarthy
June 4, 2004	Cody Keith Duffy	Concord, NH	Thomas Duffy Heidi Duffy
June 4, 2004	Ayden Hall Duffy	Concord, NH	Thomas Duffy Heidi Duffy
June 15, 2004	Mason Abram Davenport	Concord, NH	James Davenport Cynthia Davenport
June 29, 2004	Paris Olivia Mills	Concord, NH	Lehi Mills Dorothy Mills

**BIRTHS REGISTERED IN DUNBARTON - 2004**

<b>DATE OF BIRTH</b>	<b>NAME</b>	<b>PLACE OF BIRTH</b>	<b>NAMES OF PARENTS</b>
July 8, 2004	Hope Olivia Marcou	Concord, NH	Lynn Marcou
July 29, 2004	Leah Marie Boisvert	Manchester, NH	Glen Boisvert Jeanette Boisvert
August 3, 2004	Tanessa Mae Nault	Manchester, NH	Brian Nault Donna Nault
August 9, 2004	Kelly Marie Harris	Manchester, NH	James Harris Karen Harris
August 31, 2004	Kyra Eve Johnson	Manchester, NH	William Johnson Michelle Labonville-Johnson
September 10, 2004	Karl Joseph Anderson	Concord, NH	Peter Anderson Laura Anderson
September 17, 2004	Patrick Aidan Kelley	Concord, NH	Stephen Kelley Susan Tirrell-Kelley
October 20, 2004	Tucker Ashton Brennan	Concord, NH	William Brennan Delanie Brennan
October 27, 2004	Zachary Andrew Cross	Concord, NH	David Cross Jill Cross
November 3, 2004	Emily Catherine Kiah	Concord, NH	Richard Kiah Melissa Kiah
November 18, 2004	Ellie Juliette Riley	Manchester, NH	Jonathan Riley Holly Riley
December 21, 2004	Ethan Robert Caldwell	Manchester, NH	Brian Caldwell Tracy Caldwell

## DEATHS REGISTERED IN DUNBARTON - 2004

DATE OF DEATH	NAME	PLACE OF DEATH	NAMES OF PARENTS
February 2, 2004	Lillian E. Provencher	Manchester, NH	Gideon St.Jean Marie Turcotte
February 4, 2004	Pauline T. Baillargeon	Dunbarton, NH	Donat Lanoie Yvonne Forant
February 9, 2004	Malvina E. Jarosz	Manchester, NH	Richard Demers Grace Sortwell
March 8, 2004	Emma L. Lussier*	Manchester, NH	Harold Hanson Josephine Verrill
March 15, 2004	Yvonne Rogers	Manchester, NH	George Dugrenier Hilda Leclere
March 25, 2004	Doris Michael	Manchester, NH	George Houle Addie Gasper
April 10, 2004	John Coolidge Thalheimer, Jr.*	Concord, NH	John C. Thalheimer, Sr. Mildred Rieger
May 12, 2004	Dorothy B. Brown	Dunbarton, NH	Herbert Bullock Barbara Colburn
May 17, 2004	Herbert Franklin Barrus, Jr.	Dunbarton, NH	Herbert F. Barrus, Sr. Dorothy Wilson Stevens
June 18, 2004	Francis E. Gauthier	Concord, NH	Louis Gauthier Rose A. McConnell
August 6, 2004	Richard Averill	Dunbarton, NH	Malcom E. Averill Dorothy Lesmerises
August 20, 2004	Douglas D. Dulude**	Dunbarton, NH	Octave J. Dulude Gertrude Putnam
September 1, 2004	Walter J. Smith, Jr.	Goffstown, NH	Walter J. Smith, Sr. Estelle Tibbets
October 25, 2004	Amelia Swain Holden	Manchester, NH	Howland M. Swain Mary Mahoney
November 25, 2004	Evelyn M. Smith	Goffstown, NH	Jeremy Donovan Evelyn Belcher
December 12, 2004	Laverne Mannion*	Goffstown, NH	Adolf Malaspina Irene Sears
December 31, 2004	Herbert Lester Bullock	Dunbarton, NH	George Bullock Olga Koetsch

### *2003 Correction:*

April 12, 2003	Harold G. Mooney	Dunbarton, NH	Harold G. Mooney, Sr. Minnie Knost
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\*Interred at Dunbarton Center Cemetery

\*\*Interred at Pages Corner Cemetery

I hereby certify that the preceding returns of births, marriages and deaths registered in the Town of Dunbarton in 2004 are correct according to the best of my knowledge and belief.

Linda L. Peters  
Town Clerk

**MARRIAGES REGISTERED IN DUNBARTON - 2004**

DATE OF MARRIAGE	NAMES OF GROOM AND BRIDE	RESIDENCE
January 2, 2004	Michael Joseph Bergeron Allison Rita O'Neil	Dunbarton, NH Dunbarton, NH
February 21, 2004	Thomas Harold Manning Sue Kathryn Bye	Dunbarton, NH Dunbarton, NH
March 19, 2004	Michael Gerald Dufoe Robin Lynne Wheeler	Dunbarton, NH Dunbarton, NH
May 29, 2004	Gregory Allan Kennedy Elizabeth Ann Mikol	Dunbarton, NH Dunbarton, NH
July 17, 2004	Todd Steven Tracy Theresa Kathleen Blackman	Dunbarton, NH Dunbarton, NH
July 24, 2004	Alfred Henry Byrnes JoLynn Marie Ascencio	Dunbarton, NH Dunbarton, NH
July 24, 2004	Richard J. Lavoie Stephanie J. Lamarche	Dunbarton, NH Manchester, NH
August 7, 2004	Wayne Burton Nichols Jennifer Anne Thompson	Dunbarton, NH Dunbarton, NH
August 14, 2004	Bruce R. Courtney Cynthia L. Vandewater	Dunbarton, NH Exeter, NH
August 14, 2004	Timothy Desmond Jacques Jessica Elizabeth Johnson	Dunbarton, NH Dunbarton, NH
August 21, 2004	Brant Ryan Kelly Susan Beverly Lavigne	Hartford, CT Dunbarton, NH
August 28, 2004	Arthur E. Wilson Apyrl T. Carr	Dunbarton, NH Epsom, NH
September 18, 2004	James Brian Hill, II Jamie Lee Perrault	Dunbarton, NH Dunbarton, NH
September 25, 2004	Brian Lee Bradford Jamie Marie Button	Concord, NH Concord, NH
October 30, 2004	Jeffrey M. Cusato Jennifer E. Leduc	Goffstown, NH Dunbarton, NH





**DUNBARTON**

**SCHOOL DISTRICT REPORT**

**2004**



## DUNBARTON SCHOOL BOARD

	TERM EXPIRES
John Herlihy, Chair	2006
Betty Ann Noyes, Vice Chair	2005
René Ouellet	2007
Deb Foster	2005
Brian Little	2007

## OFFICERS OF THE SCHOOL DISTRICT

		TERM EXPIRES
Moderator	Frederick Mullen	2005
Clerk	JoAnne Johnson	2005
Treasurer	Michael Lessard	2005

## ADMINISTRATION

Superintendent of Schools	Dr. Darrell Lockwood
Assistant Superintendent	Kathleen Titus
Assistant Superintendent	Gail Kushner
Business Manager	Michele Croteau

## DUNBARTON ELEMENTARY SCHOOL STAFF

Principal	Mr. Charles A Gaides
Principals Secretary	Mrs. Betty Ann Monahan
School Secretary	Mrs. Elaine Ouellet
Special Education Facilitator	Mrs. Karen Kulick
Reading Specialist	Mrs. Barbara Robidoux
School Nurse, RN	Mrs. Lynn Cote
Guidance Counselor	Mrs. Mary AmRhein
Kindergarten	Mrs. Kimberly Belanger
Kindergarten Instructional Assistant	Mrs. Rebecca Linehan
Primary Instructional Assistant	Mrs. Donna Duchesneau
Grade One	Mrs. Lisa Turcotte
Grade One	Mrs. Christin Shaw-Ryan



## DUNBARTON ELEMENTARY SCHOOL STAFF

Grade Two	Mrs. Susan Johonnett
Grade Two	Mrs. Donna Brightman
Grade Three	Mrs. Bonni Bateman
Grade Three	Mrs. Tricia Crabbe
Grade Four	Mrs. Joan Livsey
Grade Four	Mrs. Melinda Spill
Grade Five	Ms. Dawn Jones
Grade Five	Mrs. Margie Pierson
Grade Six	Mrs. Candace Harrison
Art Teacher	Mrs. Shelia Psaledas
Physical Education	Mr. Stuart Goldstein
Information Specialist	Mrs. Karen Landsman
Music Teacher (Strings)	Mr. Hsiu Chang
Music Teacher (Band)	Mr. Jeff Jenkins
Music Teacher (Choral)	Mrs. Jane Pauley
Special Education Teacher	Mrs. Kim Drapeau
Special Education Assistant	Mrs. Kelly St.Onge
Special Education Assistant	Mrs. Evelyn Garnett
Special Education Assistant	Mrs. Tina Hubbell
Special Education Assistant	Mrs. Leann McCormack
Title I Instructional Assistant	Mrs. Catherine Lauwers
Speech Therapist	Mrs. Jennifer Bourgeois
Occupational Therapist	Ms. Tamara Reynolds
Occupational Therapist Assistant	Ms. Deborah Chamberlain
Enrichment Coordinator	Mrs. Karen Landsman
Information Center Assistant	Mrs. Melissa Fandrich
Maintenance Custodian	Mr. William Carney
Evening Custodian	Mr. William Adcock
Food Service Director	Mrs. Adele Poulin
Cafeteria Assistant	Mrs. Heidi Snook

**OCTOBER ENROLLMENTS 2001- 2004****DUNBARTON ELEMENTARY SCHOOL**

<b><u>GRADE</u></b>	<b><u>2001</u></b>	<b><u>2002</u></b>	<b><u>2003</u></b>	<b><u>2004</u></b>
Kindergarten	23	29	27	21
Grade 1	41	28	40	35
Grade 2	29	41	32	38
Grade 3	37	32	38	33
Grade 4	24	33	36	37
Grade 5	35	22	35	31
Grade 6	28	32	21	35
Subtotal	217	217	229	230
Home Study	21	20	19	22

**TUITIONED TO MOUNTAIN VIEW MIDDLE SCHOOL**

<b><u>GRADE</u></b>	<b><u>2001</u></b>	<b><u>2002</u></b>	<b><u>2003</u></b>	<b><u>2004</u></b>
Grade 7	21	23	31	21
Grade 8	28	23	28	31
Subtotal	49	46	59	52

**TUITIONED TO GOFFSTOWN AREA HIGH SCHOOL**

<b><u>GRADE</u></b>	<b><u>2001</u></b>	<b><u>2002</u></b>	<b><u>2003</u></b>	<b><u>2004</u></b>
Grade 9	20	27	29	24
Grade 10	22	29	27	29
Grade 11	26	18	31	28
Grade 12	18	26	15	26
Subtotal	86	100	102	107

## DUNBARTON SCHOOL DISTRICT BOARD REPORT 2004 – 2005

This past school year has been busy and seen many changes related to the school family, finances, and building. Long-time teachers Susan Johonnett and Bonnie Batemen retired at the end of the school year in June 2004 after 39 years of combined service to the children of Dunbarton. Their retirement party was attended by most of the teachers and administrators who had once taught at our school during their tenure, which certainly is a testament to these dedicated staff. We will miss them and thank them for all their years of continuous service to our students. We hired two new teachers to replace them, one in the 3rd grade, and one in the 2nd grade. With increased enrollment of 220 students, we also hired a second 6th grade teacher for the added 6th grade class. For the first time in Dunbarton history, we have two classes each of grades 1-6 plus kindergarten. We also hired a new special education teacher to replace Kimberly Draper who resigned to devote more time to her family, and are in the process of hiring a Foods Service Director. We also started the process of advertising for a new principal as Charles Gaides plans to retire in June.

Three new board members were voted in at the last election—Debra Foster, Brian Little, and René Ouelett. They have discovered that being a School Board member requires much time and effort and that the need to learn as you go along is a given. It has been a busy year with many challenges presented to the Board.

Once again the Dunbarton Elementary School Volunteer Program was successful and was recognized by the State for its large number of volunteer hours donated by the community. Thank you volunteers for continuing this tradition. The winter enrichment program was expanded and the town has had opportunities to attend several outstanding musical performances by the Beginning and Advanced Bands, the Chorus, and all students. Drama is alive and well as a play written by our Enrichment Teacher, Karen Landsman, will be performed this Spring by the students.

Perhaps one of the biggest challenges facing the Board and the Community this year is one that centers around finances. If voters will remember, in the previous 2003 tax year, the Board returned more than \$400,000 to the town, which lowered your entire town tax rate by \$3.09 per thousand. Consequently, when the State and Federal funds to the town decreased in 2004, the tax rate had to increase to make up the difference. Because the Board returned \$192,805 of unexpended funds, and the State sent \$526,505, the resulting school tax rate increased by only \$4.56, rather than the anticipated \$7.18. Fortunately, the State Adequacy Grant funds decreased less than we thought but this decrease is the likely trend in the future and we need to prepare for this eventuality as the town grows. State Catastrophic aid for special education cost reimbursement decreased and Federal grants that have assisted with educational programs in technology, special education, Reading, and Title 1 have been discontinued or severely cut back. Other increases in 2005 are the result of tuition rate increases of \$899 per student at Mountain View Middle School and \$699 per student at Goffstown High School. In 2005-06, we shall send four more 7<sup>th</sup> graders to the Middle School than in 2004, while we have three less students attending the high school. The out-of-district programs in special education have played a larger part in the \$171,000 increase of the total special education budget and tuition costs are the primary reason for an increase of \$135,089 in the regular education budget. Many of these, if not all of the above changes, will impact each of us as taxpayers.

A new K-6 grade curriculum for English/Language Arts is being implemented across the SAU 19 in 2005-06, which requires new textbooks. Therefore, \$10,000 is being allocated in the budget to purchase these books. The exact books to be ordered will be determined by the SAU Curriculum Committee of which several Dunbarton Elementary School professional staff are members.

After the voters approved the building renovations warrant for \$150,000 in March 2004, a Capital Improvements Committee (CIC) was formed in the spring to help the Board accomplish building renovation tasks. One task was to oversee Phases 1A and B of the building renovations. The CIC was chaired by Jeff Trexler (former school board member) and was composed of talented members of the community and two school board members who oversaw the

design by Weller & Michal Architects, Inc. from Keene and the bidding process by mechanical contractors to replace the heating and ventilation system in the older section of the building from Mrs Turcotte's 1<sup>st</sup> grade room up to, but not including, the five rooms added in 1998 and the one room added in 2000. The CIC met multiple times and volunteered countless hours from March to January to complete the tasks assigned by the School Board and we can't thank them enough for all their outstanding and hard work. Dunbarton is very fortunate to have such dedicated residents. This project would not have happened, nor saved taxpayer's costs, without their help.

Unfortunately, due to increased costs in materials and contractor bids, only Phase 1A could be completed with the \$150,000 approved by the voters. This shortfall left the Information Center, Phase 1B, untouched. The Board has decided to present a warrant at the 2005 District meeting to replace the heating and ventilation system for Phase 1B.

The Board also decided that before we can complete Phases 2-4 of the plan originally presented at the 2004 District meeting, and learning from the scheduling difficulties and increased costs experienced with the short time frame in Phase 1A, more time is needed to carefully plan these last phases. A second warrant will be presented to the voters at the March meeting to fund a design for three areas of renovation—the heating and ventilation system for the 1998 and 2000 additions and the part of the building housing the administration, nurses, special education, and reading offices; and, if found necessary, re-roofing work to prevent further ice melting and leakage. Once the new design is complete, and a realistic cost of construction is determined from bid proposals, a warrant for bonding Phases 2-4 will be brought before the voters at the 2006 District meeting. Please see the separate report by the CIC for construction details.

To comply with the American Disabilities Act for public buildings, and for safety reasons, a couple of necessary replacements in the building were undertaken this year. Replacement double doors with automatic handicap accessibility and a new wheelchair lift on the stairs are in the process of being installed in the Community Center.

Another part of this busy year dealt with negotiations. We entered into negotiations with the Dunbarton Education Association for a new 3-year contract. This new teacher contract will be presented as a warrant article at the March District meeting.

We also negotiated a 5-year contract with the Goffstown Truck Center for bus service with an annual 3 percent increase over 5 years. To cover the extra fuel costs, and hopefully to save money, the Board set aside a contingency fund in case we need to pay for fuel if the price exceeds the contracted price as we go through the 2005-06 school year. Both of these costs are included in the regular budget.

As was mentioned in the beginning of this report, it has been a year of challenges and hard work. We invite you to visit the school during the year to see what goes on in our school, meet our dedicated teaching staff, and, of course, attend any monthly Board meeting. All of us on the Board encourage you to contact any of us if we can help to explain the fiscal implications that we are facing and working with at this time. It truly is a big and difficult job.

Respectfully Submitted by the Dunbarton School Board:

John Herlihy, *Chair*  
Betty Ann Noyes, *Vice-Chair*  
Debra Foster  
Brian Little  
René Ouellet



## Dunbarton School District

20 Robert Rogers Road

Dunbarton, NH 03046



### Capital Improvements Committee

#### 2004 Membership:

Jeff Deacon  
Brent Ewing  
Charles Gaides - Principal  
Daniel Gobin  
John Herlihy - School Board  
Brian Little - School Board  
Jeff McCormack  
Carl Metzger

Steve Mullen  
David Nault  
Brian Pike  
Eric Sargent  
Ray Simard  
Jeff Trexler  
John Trottier

## 2004 ANNUAL REPORT

In April, 2004, the Dunbarton School Board adopted a new proactive approach to planning and implementing capital improvement projects for the Dunbarton School District. As a standing committee of the School Board, the Capital Improvements Committee (CIC) was created with the following mission:

*Assist the Dunbarton School District in achieving its Capital Improvement Goals through evaluation, planning, and implementation of specific capital improvement projects as directed by the Dunbarton School Board.*

This new approach allows the School Board, with input from the public and school administration, to set capital improvement goals and to direct the CIC to perform certain tasks in support of these goals. To insure that every assignment has definitive expectations and a clear time frame, the Board's written directive for each task includes a summary of the project and a specific charge to be followed. For each Task, the CIC forms a smaller subcommittee, or Task Force, to carry out the charge.

Listed in the letterhead above are the twelve residents who volunteered and were appointed to the CIC in April along with two school board members and the school principal. Having a large committee has the advantage of letting members pick and choose which Task Force they wish to join and spreads out the work load.

In 2004 the School Board issued a total of three Tasks to the CIC.

#### **Task 1 Implementation of Phase 1 of HV Systems and Building Envelope Replacement**

The goal of Task 1 was to complete Phase 1 of the proposed four phase project to implement the recommendations of Weller & Michal Architects (WMA) as set forth in their 2003 Existing Conditions Assessment report. The WMA

report recommended replacing or upgrading heating and ventilating (HV) systems throughout the building and addressing deficiencies with thermal and vapor barriers in the building envelope. Approved by the voters in March, 2004, Phase 1 consisted of replacing the HV system serving seven classrooms in the older part of the building and replacing the HV system serving the Information Center. To fund the project, voters approved placing \$150,000 into the Capital Reserve Fund and authorized withdrawal of up to \$150,000 from this fund for Phase 1 costs. The CIC formed Task Force 1 (TF1) with Principal Chuck Gaides, Dan Gobin, Brian Little, Jeff McCormack, Steve Mullen, Brian Pike and Jeff Trexler.

Task 1 included completing Phase 1 design work, preparing construction drawings and specifications, evaluating bids and selecting a construction contractor, and completing the construction work in time for the start of the school year in September. Recognizing early on that the \$150,000 budget was based on preliminary estimates and might be too low, TF1 made two important financial recommendations. First, TF1 recommended that the Dunbarton School District (TF1) act as the General Contractor for this project and perform all general construction work using as much volunteer labor as possible. Besides saving the District tens of thousands of dollars, this allowed specialized mechanical contractors to bid the mechanical and electrical portions of the project without worrying about providing demolition, framing, drywall, ceilings, insulation, and other general construction. Second, TF1 recommended that the HV replacement work for the Information Center be bid as an alternate so that it could be deleted from the project if bid prices came in too high.

Considering the tight project schedule, TF1 recommended that the new ventilating unit serving the classrooms (HX-2) be pre-purchased by the District to insure that it could be delivered and installed during the summer. Bids for HX-2 were received in May and the unit was delivered in early July, 2004.

As mechanical contractors were preparing their bids in early June, TF1 reviewed the budget. Design fees, HX-2 purchase, estimated general construction costs, miscellaneous owner's expenses, and a \$5,000 contingency totaled about \$47,000 leaving about \$103,000 available for mechanical contractor costs. Unfortunately the lowest of the three bids received in mid June was \$115,000 not including the Information Center alternate. The other two bids were \$139,895 and \$155,000. TF1 considered cutting general construction work to the bare necessities and sharply cutting the contingency fund but this idea was deemed too risky to recommend.

In late June TF1 met with the School Board to discuss the option of finding additional funding or canceling the entire project for this year. The Board noted that the current low bid of \$115,000 was significantly lower than the other two bids and that construction costs for the same work would be much higher if bid next year. They also discussed the problem of storing the pre-purchased HX-2 unit and the ramifications of going another full year with a deficient heating and ventilating system. After thoughtful consideration, the Board opted to pay \$13,600 of WMA's Phase 1 design services from funds remaining in the open WMA account for the Existing Conditions Assessment. A contract was signed with Precision Temperature Control for \$115,000 and the project commenced in early July.

The construction project experienced a number of delays throughout the summer primarily due to long delivery times for materials and equipment. The HX-2 unit was finally started in late September and minor work has continued since. As of this writing there are still a small number of items for the mechanical contractor to address and the District is withholding sufficient money to insure proper completion. WMA and their design team have been diligent in attending project meetings, approving documents and materials, and inspecting the work to provide the District with a much higher level of quality assurance than in past projects.

The volunteer program successfully performed numerous general construction and project management tasks this summer. The extraordinary effort put forth by Dunbarton's volunteers, particularly the TF1 members, saved the taxpayers tens of thousands of dollars and allowed this project to succeed despite budget constraints. Once again the Dunbarton School District has received exceptional value for their tax dollars. These volunteers have earned the thanks and appreciation of the CIC, the School Board, and our entire community.

Although final accounting has not yet occurred, TF1 expects that a total of about \$145,000 of the authorized \$150,000 will be withdrawn from the Capital Reserve Fund.

### **Task 2 Wheelchair Lift Replacement**

The goal of Task 2 was to replace the defective wheelchair lift along the stairway between upper classroom level and lower gymnasium level. A new lift must comply with applicable accessibility and life safety codes and regulations. Voters at the March 2004 School District Meeting approved a withdrawal of not more than \$20,000 from the Capital Reserve Fund for this work. After receiving the School Board's directive in April, the CIC formed Task Force 2 (TF2) with Principal Chuck Gaides, Jeff Deacon, John Herlihy and Carl Metzger.

TF2 reviewed over 200 potential vendors and by the end of May had narrowed the list down to 7 qualified companies. A request for proposal was sent to each company and responses were received by the end of July. At the August 17 School Board meeting TF2 recommended the lowest bid from All-way Accessible for \$17,617 which includes 3 years of preventive maintenance. Brian Little and Carl Metzger removed the defective lift and will modify the stepped ceiling above the stairs as necessary to meet state and local building codes. The new lift is scheduled to be installed by the end of January, 2005. Total project cost is expected to be about \$18,500.

### **Task 3 March 2005 District Meeting Proposals**

The goal of Task 3 was to further the School Board's goal of implementing all four phases of the HV Systems and Building Envelope Replacement project while avoiding problems of insufficient budget and tight schedule that troubled the Phase 1 construction project in 2004.

The School Board and the CIC learned in Phase 1 that the cost estimates for the various measures recommended in WMA's Existing Conditions Assessment report are not sufficiently accurate for construction budgeting purposes. Factors such as changes in the scope or extent of work, multiple smaller projects resulting in a loss of economy, and recent volatility and inflation in the construction materials market, all contribute to actual construction costs being significantly greater than the preliminary estimates cited in the report. To avoid under-budgeting it is beneficial to get actual construction bids for the work prior to requesting public funding. To get accurate bids requires establishing a fixed scope of construction work through design and preparation of construction drawings and specifications. We also learned that starting design work after the March meeting leads to late spring bidding and difficulty getting labor and materials in a timely manner to complete the work during the busy summer construction season. If design work can be completed, bids received, and a contractor selected prior to the March School District Meeting then voters will be presented with more reliable budgets at the meeting. With voter approval, materials can be ordered earlier, delivered prior to the start of summer, and work completed before September. Soliciting bids during the winter also attracts more bidders and results in better pricing.

Task 3 consisted of assisting the Board in preparing and presenting two proposals for consideration by the voters at the March 2005 School District Meeting. The first proposal is to fund construction of HV renovations for the Information Center, to be called Phase 1B, of the proposed multi-year HV Systems and Building Envelope Replacement project. This is construction work that was deleted from the scope of Phase 1 to reduce the cost in 2004. The second proposal is to fund professional architectural and engineering services to complete the design and solicit bids for the remaining Phases 2 through 4 in order to present a construction funding proposal for these phases to the voters at the March 2006 School District Meeting.

The School Board assigned Task 3 to the CIC in November, 2004. Considering this task was essentially an extension of Task 1, the entire TF1 membership volunteered to serve on TF3.

For the Information Center HV renovations, WMA revised the previously prepared Phase 1 drawings and specifications to show only Phase 1B work. Three mechanical contractor bids were received in December and Precision Mechanical Contractors was selected as the low bidder at \$28,375. Adding design fees, general construction costs,



and a contingency brought the total recommended budget for this proposal up to \$36,000.

For the Phases 2-4 Design Services proposal, TF3 met with WMA to discuss the anticipated scope of design work including recommended re-piping of the boiler room and designing a domestic hot water system independent of the boiler system. TF3 noted that the costly building envelope replacement measures will need further evaluation during this design process to determine if they are cost effective. WMA submitted a fee quote of \$22,100 for design, construction document preparation, and bidding for Phases 2-4. Adding a contingency of \$1,900 brought the total recommended budget for this proposal up to \$24,000.

On January 5, 2005 TF3 presented these recommendations to the School Board for their consideration. TF3 anticipates assisting the School Board in presenting the technical details of these proposals to the voters.

In conclusion, the Capital Improvements Committee would like to thank the volunteers who answered our call for help, the students and parents, Principal Chuck Gaides and the entire school staff, Superintendent Darrell Lockwood and his capable SAU 19 employees, the Dunbarton School Board, and the taxpayers of this community. Each of the above in one form or another contributed a measure of cooperation and flexibility, support and encouragement that was vital to CIC's successful first year, and critical for the success of future capital improvements.

Respectfully submitted,

Jeff Trexler, CIC Chair



**RECORD OF THE DUNBARTON SCHOOL  
DISTRICT MEETING  
(Addendum Added 3/19/04)**

Saturday, March 6, 2004

The annual school district meeting of the Town of Dunbarton was called to order by Moderator, Fred Mullen, at 7:00 p.m. The Moderator indicated that voting for elected school officers would take place on Tuesday, March 9, 2004. The Moderator led the assembly in the Pledge of Allegiance. The Moderator indicated that the voters needed to get their voting cards with the Supervisor of the Checklist. The Moderator introduced the following individuals:

Moderator:	Fred Mullen
School Board Members:	Betty Ann Noyes (Chairperson) John Herlihy (Vice Chairperson) Jeff Trexler Carl Metzger Rene Ouellet
School District Clerk:	Joanne Johnson
Principal:	Charles Gaides
Supervisors of the Checklist:	Ronald Slocum Peter Bedford Margaret Venator
Superintendent:	Dr. Darrell J. Lockwood, Ed. D.
Asst. Superintendents:	Gail Kushner Kathleen Titus
Business Manager:	Michelle Croteau
Constable:	Rene Forcier Eric Blow

The Moderator thanked Mr. And Mrs. Troy for providing the sound system for this meeting. The Moderator reviewed Parliamentary procedure. The Moderator noted that there was a mistake in the Town Warrant, where it stated that the day of the week for the School District Meeting was Thursday. A correction was posted on 2/24/04. (The Moderator accepted a motion by Jeff Trexler, which was seconded by John Herlihy, to waive the reading of the warrant. The motion passed by a show of hands. The Moderator recognized Betty Ann Noyes, who thanked Jeff Trexler, who is leaving the School Board, for his dedication to community service and to the School Board since 1999. Charles Gaides, Principal of Dunbarton Elementary School, was allowed to speak, by a show of hands, and also thanked Jeff, naming him his #1 man, whenever heating, water and or other HVAC problems arose.

## ARTICLE 1

The Moderator read Article 1. John Herlihy made a motion, which was seconded by Rene Ouellet, That the District determine and appoint the salaries of the School Board and Truant Officer and fix the compensation of any other officer or agent of the District, as so printed in the 2003 Town Report. Article 1 was passed by a show of hands.

## ARTICLE 2

The Moderator read Article 2. John Herlihy made a motion, which was seconded by Jeff Trexler, that the District accept the reports of Agents, Auditors, Officers or Committees of the District. John Herlihy indicated that the reports are in the 2003 Town Report. He also stated that the accountant's management letter was not included in this year's report, as requested by a resident last year. He hopes that it will be in next year's report. Article 2 was passed by a show of hands.

## ARTICLE 3

The Moderator read Article 3. Rene Ouellet made a motion, which was seconded by Carl Metzger, that the District vote to adopt the modifications to the AREA Agreement as recommended by AREA School Plan Review Board and approved for submission to the voters by the New Hampshire State Board of Education on January 21, 2004. A copy of the AREA Agreement shall be on file with the School Administrative Unit #19 Office in Goffstown, New Hampshire. (The School Board recommends this Article.). Carl Metzger thanked the many people who worked on the AREA Agreement Study Committee for the past few years. He mentioned that the Committee members utilized the town-wide survey, and contacted area school districts. The only receptive town was Bow, and that was a maybe in 3-5 years. The Committee came up with a number of recommendations and also considered adding seventh and eighth grades to Dunbarton Elementary School (DES), but that residents might think that would be too expensive.

Rene Ouellet was recognized and mentioned that the AREA Agreement Study Committee was very helpful and that discussions began at the request of Goffstown. The issues from Goffstown's standpoint included the rental charge and reimbursement for maintenance and snow removal costs.

Goals were established for Dunbarton, and include:

1. Long term placement for our children
2. Quality education
3. Voice in government
4. Tuition method
5. Open communication between districts
6. Opportunity to explore other educational avenues
7. Participation in Special Education meetings

Negotiations took place and a Written Plan for Authorized Regional Enrollment Area for the Goffstown, New Boston and Dunbarton School Districts was created (see attached plan). The Board felt that their goals were addressed without giving away a lot. The outcomes of the above goals are below.

1. Obtained a ten year plan
2. Curriculum to meet state standards/provision for reduction in Rental Charge should accreditation be questioned or lost.
3. Dunbarton School Board members may participate on and may speak at all committees/meetings
4. Tuition based on actual days attended.
5. Met - Defined meetings in contract,
6. After 10 year term, (may send children elsewhere) agreement may be negotiated. Withdrawal clause included.
7. Will be notified prior to meeting dates so our SPED Facilitator will be able to attend.

The Moderator opened the floor up for discussion. Heather Metzger was recognized and asked the Board to address what will happen if this agreement was voted down. Jeff Trexler was recognized and indicated that all three districts need to approve the agreement, or the existing agreement will stay in place. The existing agreement has no expiration date. Jeff indicated that he doesn't know what will happen with the other districts. Dunbarton would need to find a place for our children to go, and could be at the mercy as far as the tuition costs charged by Goffstown. He noted that Goffstown couldn't immediately throw Dunbarton out. That wouldn't happen until the third year.

Debbie Wilson was recognized and asked if Dunbarton has voting rights. Rene Ouellet was recognized and indicated that no, Goffstown wouldn't agree to this. He mentioned that the Board looked at 15 AREA agreements and only one allowed for voting rights. He reviewed Dunbarton's history with Goffstown and stated that Goffstown has been more open recently and have allowed Board members to speak at meetings.

Betty Ann Noyes was recognized and noted that we have representatives on many committees in Goffstown and she feels that her voice is considered. She is on the search committee for the new high school principal at this time and input is expected.

Jeff Trexler was recognized and noted that the rental rate is going up to 2.5%, from 2.0%, which will mean an increase by approximately \$12,000-\$13,000. The change in the basis of determining the tuition costs from a quarterly basis to a per diem basis will mean a savings of approximately \$8,000-\$10,000.

Betty Ann Noyes was recognized and noted that the higher rental rate doesn't go into effect until the 2005-2006 school year, at Dunbarton's request.

Diane Richter was recognized and asked if we would be free to do whatever we wanted after ten years without additional cost. Jeff Trexler was recognized and indicated that that would be up to the attorneys to decide. If it was decided within ten years, we could follow the withdrawal process, but would have to pay the rental charge for the length of the schools' bonds and the loss in state building aid. Diane Richter asked for confirmation that our hands are tied for ten years. Jeff noted that the remaining term on the bonds for Mountain View Middle School (MVMS) is four more years and 18 more years for Goffstown Area High School (GAHS). Jeff noted that Bow isn't ready now (if ever) to take our children. They are not interested in expanding their schools so it may not be a good long term place for our children and that the new AREA Agreement with Goffstown is a good place in the long term. Rene Ouellet was recognized and indicated that he had been in on some Bow meetings and that they were very "maybe" in five years and that the hope seemed to be slim.



Patty Shearin was recognized and asked why the agreement was set up for ten years rather than five.

Betty Ann Noyes was recognized and stated that statutes recommend a minimum of ten years and that there is a withdrawal clause.

Karen Lessard was recognized and asked whether we were committing to only ten years of the remaining 18 years of GAHS' bond. Jeff Trexler was recognized and indicated that the attorney suggests that the agreement terminates our financial obligation. The actual answer would come when that situation occurred.

Dan Gobin was recognized and questioned item 3C in the agreement, where it states that we are obligated to send 90% of our students to Goffstown. Jeff Trexler was recognized and confirmed that is true, and this is to limit to 10% the number of Dunbarton/New Boston students going to other schools. Goffstown wanted this to aid in their planning for staffing and that there has never been more than 10% of our students going to other schools.

Karen Lessard was recognized and asked if a student at GAHS can stay there if the Town decides to go elsewhere. Jeff Trexler was recognized and noted that on p. 6 of the agreement it states that existing GAHS students are allowed to graduate at Dunbarton's request.

Article 3 passed by a show of hands.

#### **ARTICLE 4**

The Moderator read Article 4. John Herlihy made a motion, which was seconded by Betty Ann Noyes to see if the School District shall vote to raise and appropriate Twenty Thousand Dollars (\$20,000.00) for the purpose of purchasing a replacement lift to reinstate our prior level of ADA compliance and to fund the purchase by a withdrawal of Twenty Thousand Dollars (\$20,000.00) from the existing Capital Reserve Fund which was established for the purpose of capital improvements at the Dunbarton School facility, or to take any action in relation thereto. (The School Board recommends this Article.)

John Herlihy was recognized and talked about the condition of the existing lift and noted that it would be put out to bid. There was no discussion. Article 4 passed by a show of hands.

#### **ARTICLE 5**

The Moderator read Article 5. Jeff Trexler made a motion, which was seconded by John Herlihy to see if the School District shall vote to raise and appropriate One Hundred Fifty Thousand Dollars (\$150,000.00) to be added to the existing Capital Reserve Fund which was established for the purpose of capital improvements to the Dunbarton School facility and to authorize the School Board to withdraw up to One Hundred Fifty Thousand Dollars (\$150,000.00) to the first phase of a four phase project to replace heating and ventilating systems and reconstruct thermal envelopes at DES as recommended in the Existing Conditions Assessment Report prepared by Weller & Michal Architects; phase one to include removal and replacement of heating and ventilating (HV) systems for all 1972 and 1989 perimeter baseboard radiation, and related general construction, or to take any other action in relation thereto. (The School Board recommends this Article.)



Jeff Trexler was recognized and discussed the major infrastructure problem at DES and referred the townspeople to the blue handout. He further explained that there are ice dam, ceiling tiles, roof, heating and water problems. The heating system has malfunctioned, causing heat distribution problems, poor ventilation and air quality issues. The goal is adequate functioning and the Board sought architects' proposals. Jeff then described the qualifications of Weller & Michal Architects (WMA) and the process they followed in assessing the situation, including measuring the carbon monoxide, temperature, performance testing, visual inspections and attic surveys. Then recommendations and estimates were submitted. WMA found air quality problems, elevated carbon monoxide levels, poor insulation and heat loss in the attic. The Board chose to adopt the recommendations of a four phase plan. Jeff indicated that the project qualifies for 30% state aid, with aid reimbursement coming over five years beginning in year two. If the cost is less, the balance will remain in the capital reserve fund.

The Moderator opened up the floor for discussion. Kathy Ewing asked many questions, involving state aid, the various phases, whether bids were obtained, and potential offsetting savings. Jeff Trexler was recognized and explained that the state aid is revenue and it offsets taxes. He indicated that Phase 1 and 2 are stand alone projects, and these were considered the most critical work to be done. He explained that different estimates were given, ranging from an unacceptable patch to complete renovations and that the recommendation fell in the middle. Bids have not been obtained from

Contractors yet and a contingency was built in to account for this. There would be energy savings and more potential damage would be eliminated.

Heather Metzger was recognized and asked if we can hold the contractors responsible for screwing things up and where is the inspection process? Jeff was recognized and indicated that the wiring does meet code and it is nearly impossible to police workers in the attic unless you follow them around. The new duct work will be all metal and the thermal barrier will be raised to minimize it getting stepped on.

Diane Richter was recognized and stated that she appreciates the hard work by the Board and Superintendent, but stated that her kids can't go to school here until the work is completed. She asked about having an indoor mold study and whether the boiler system repairs were included in this project. Jeff indicated that the boiler repairs are not part of this project, but it will come out of the current budget.

John Herlihy was recognized and stated that they could have gone with a patch and he had wanted to bond the whole \$550,000, because he felt it was the most prudent way to go. He doesn't like paying higher taxes any more than anyone else. The air quality will be unbelievable compared to what it is now.

Denise Patten was recognized and asked what happens if the bids come in higher. Jeff stated that that is what the contingency is for. If it comes in higher than even the total amount, including the contingency amount, then they will have to cut back on the scope of the work, but he recommends cutting back on the quantity rather than the quality of work. He indicated that the classroom and information center work could be split up.

Dan Gobin was recognized and suggested that we bond for the full amount next year, rather than

continuing in phases. John Herlihy was recognized and stated that that could not be done tonight since they would need a bond hearing and a special school district meeting. He stated also that we are losing state aid. He stated that this is prudent and it will take a 2/3 vote.

Jeff Trexler was recognized and said the bond is the cheapest way to go, but timing got in the way. He respects Dan's view to come back next year with a bond for the balance.

Kathy Ewing was recognized and stated that a bond would have been the way to go. Jeff stated that he has faith in the voters and the Board to justify to the voters the need. He stated that by fixing the heating and ventilation systems in year one that they will be taking care of a good amount of lost heat.

Article 5 passed by a show of hands.

#### **ARTICLE 6**

The Moderator read Article 6. Betty Ann Noyes made a motion, which was seconded by John Herlihy, to see if the School District shall raise and appropriate Three Million Eight Hundred Eighty Nine Thousand Nine Hundred Two Dollars (\$3,889,902.00) for the support of schools, for the payment of salaries for School District officials and agents, and for the payment of statutory and contractual obligations of the District, or to take any other action in relation thereto. This warrant article (Operating Budget) does not include appropriations in ANY other warrant articles. (The School Board recommends this Article).

Betty Ann Noyes was recognized and noted that the proposed budget (see attached proposed budget) School was up to over \$4,000,000 in November and it came down bit the time of the budget hearing. Betty Ann explained the major line item increases including Teachers Salaries, Health and costs, and Tuition costs. She explained that they significantly cut items including all contingency funds. Technical Support Services is a new line item. There will be less state aid next year. There was no discussion.

Article 6 passed by a show of hands.

#### **ARTICLE 7**

There was no other business to be presented. John Herlihy made a motion, which was seconded by Rene Oullet, to dissolve the meeting at 9:10 p.m.

Respectfully Submitted,

Joanne Johnson  
School District Clerk

There were 125 registered voters present.

Election Results are as follows:

**For School Committee for One YearVote for not more than TWO**

Debra Foster	<b>307</b>	<input checked="" type="checkbox"/>
Betty Ann Noyes	<b>384</b>	<input checked="" type="checkbox"/>
Jeffrey Spill	268	<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

**For School Committee for Three YearsVote for not more than TWO**

Brian Little	<b>289</b>	<input checked="" type="checkbox"/>
Carl Metzger	281	<input type="checkbox"/>
René Ouellet	<b>364</b>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>

Addendum to School  
District Meeting  
Dunbarton, NH

p.7

3/19/04

On 3/11/04, Carl Metzger requested a recount from me for the three year School Board position. A public recount was held at the Town Offices on 3/17/04 at 7 p.m. The Board of Recount consisted of Jeff Trexler, John Herlihy, Betty Ann Noyes and Debra Foster. Brian Little and Carl Metzger were both present, as well as Mert Mann and Lee Mullen. Fred Mullen moderated the recount. At the conclusion, the tally for the three year School Board position was unchanged at:

Brian Little	289
Carl Metzger	281
Rene Ouellet	364

The Moderator declared Rene Ouellet and Brian Little the winners.

Joanne Johnson  
School District Clerk

## REPORT OF THE SUPERINTENDENT OF SCHOOLS

*Two special honors were bestowed on members of the SAU #19 educational communities last school year. The New Boston Central School garnered the title of Elementary School of Excellence during the year 2003 and Maple Avenue Principal Marc Boyd was named 2004 Elementary Principal of the Year. We are all proud of these recognitions. On behalf of the School Administrative Unit #19 School Districts of Dunbarton, Goffstown and New Boston, our Boards of Education, school site administrators, dedicated front line personnel – our teachers – and the ones for whom we work, the children of our towns, I present the following report.*

Dunbarton Elementary School's enrollment went from 227 students in June 2003 to 220 students in June 2004. Enrollment increased slightly with 230 students being reported on October 1<sup>st</sup> of the current school year for grades Kindergarten through six.

Student population in Goffstown continues to increase. The population was 2,989 in June 2003 and ended the year in June 2004 at 3,065. October 2004 enrollments leveled off at 3,056 students. However further review will highlight a decrease of nearly 100 students at the middle school and an increase of close to 100 students at the high school.

*New Boston Central School had 502 students in June 2003. This number increased somewhat to 508 students by June 2004. October 2004 enrollment continues to show a leveled off elementary enrollment at 508 students.*

The SAU's curriculum, assessment, and professional development initiatives are geared toward the mission of *Advancing Student Learning* for all students. Our goal is to align our written, taught and tested curriculum to reinforce complex learning leading to mastery of standards within and across grade levels. Goffstown High School recently purchased materials and resources for the Language Arts Department. In 2005/06 Language Arts materials will be selected and purchased for grades K-8.

During the 2003/04 year, The New Hampshire Department of Education completed Grade Level Expectations (GLE's) for grades 3-8 and Grade Span Expectations 9-12 in Mathematics, Reading, and Language. These were developed based on The Curriculum Frameworks in each content area. Over the summer, teacher representatives from New Boston, Dunbarton, and Goffstown worked together in grade level teams to help align the new GLE's and refine the SAU curriculum, instruction, and assessment practices to present an integrated approach to learning. Our goal was to create a document that is user friendly and available through technology to all three districts. It is important that we provide our classroom teachers with clear expectations of student learning, the teaching tools to explore the content, and a variety of assessment strategies to gauge the development of each student.

Yearly assessments are administered to students across the grade levels in our districts. Our system relies on a variety of assessments to provide timely and understandable information to those who need it to inform instructional decisions and maximize student success. For the first time, students in grades 3-9 participated in a new computerized testing program from the Northwest Evaluation Association (NWEA). These assessments are electronically administered and scored achievement tests designed to measure growth in student learning for individual students, classrooms, schools, and districts. The tests provide accurate and immediate scores to help teachers plan instructional programs. Additional assessments include Early Literacy Screening (Grade 1), Writing Prompts (Grades 1-9), Everyday Math Assessment (Grade 1-6) and at the high school level Advanced Placement Exams PSAT, SAT, ASVAB, NHEAIP at Grade 10 and common midterms and finals. The Grade Level Expectations will be assessed using the New England Common Assessment Program (NECAP). This program will replace the NHEIAP assessments in the coming school year. In the fall of 2004 the test items were field tested in all SAU 19 Schools.

Special and general educators collaborate on all of these initiatives to *Advance Student Learning* for all students, including those with educational disabilities. Teams of teachers comprised of both special educators and general



educators have trained together on NH's new grade level expectations and on different types of assessment used in SAU #19 to document progress. The proportion of students with disabilities to the total student population remains fairly constant at 13.5%, and mirrors the average proportion across the state of New Hampshire. The vast majority of these students are educated within the public school setting, in typical classrooms. Research shows that students who have meaningful access to the general curriculum, with necessary supports, have more success in school and a better chance of showing adequate yearly progress (AYP) on state testing.

Both in this SAU and in school districts across the state, it has been difficult for students with educational disabilities to meet the standard for AYP on state testing. We are focusing our improvement efforts this year on: maximizing students' access to the general curriculum, providing extra support outside of core academic instruction, explicitly teaching thinking, reading and problem-solving strategies that students can apply to new learning situations, and making appropriate accommodations for students with disabilities - throughout the school year and during standardized testing sessions.

School drop out rates at Goffstown High School are among the lowest in the state. Our college acceptance rate is improving. GHS students are consistently accepted at the colleges of their choice. We have students accepted at Ivy League schools at the same rates as schools of comparable size. Another factor in our profile is that GHS usually has a higher than average St. Paul Summer Program acceptance rate than similar size schools across the state. This past summer nine of our students attended the program and five received superior reports for their work. We were recently informed that nine students at Goffstown High School earned the designation of AP Scholar by the College Board in recognition of their exceptional achievement on the spring 2004 college-level Advanced Placement Program® (AP®) Exams.

Community programs including Cub Scouts, Brownies, Screamin' Eagles Football and Cheerleading Clubs, the newly created 49er's Football Club, Lions Club, Rotary and Tri-Town Soccer, use our facilities. Town recreation programs are active in all of our schools and utilize playing fields as well as gymnasiums and multi-purpose spaces. Self-funded After School Programs exist at each elementary school in the SAU. A new middle school After School Program has been implemented this school year. Summer School literacy and numeracy programs were again offered for all grade levels. An extended year program is also operated annually for students with special needs.

All three of our districts were involved this past year with long range planning. Most notably the AREA Review Committee, comprised of members from the school boards of all three towns worked to develop a revision to the AREA Agreement for students in grades 7 – 12. This agreement went before the voters and was successfully approved in all three school districts extending the relationship for another ten years. The Goffstown Kindergarten Study Committee proved the old adage three times is a charm as they were successful in passing a kindergarten-building project at the 2004 school district voting.

Seven teachers retired from our schools during the 2003-2004 school year. We send best wishes to Cynthia Burns, Janet Coughlin, Rob Lukasiak and Jerre Smith of Goffstown High School, Rene Montplaisir of Mountain View Middle School and Bonnie Bateman and Susan Johonnott of Dunbarton Elementary. Mark Roth completed his career retiring as principal of Goffstown High School in January of 2004. Mary Reeves, secretary to Rick Matthews at New Boston Central School and Diane Clapp, secretary to Marc Boyd retired after nearly three decades of service to their respective schools.

*The summer of 2004 was a very busy time as we completed processing the paperwork to hire 43 new teachers in our three districts. Frank McBride officially took over the reins as Principal of Goffstown High School and Kim McCann replaced him as Assistant Principal on July 1<sup>st</sup>. Adam Osburn became the high school Dean of Students and MaryClaire Barry joined us as the Mountain View Middle School Curriculum Coordinator.*

As a result of the No Child Left Behind Act of 2001, New Hampshire Superintendents of Schools are now required to report not only the content certification of their staff, but also the core content area(s) that they

teach. If a NH-certified teacher teaches one or two content areas in a departmentalized setting but does not hold certification in the specific content area(s) taught, then they are not considered “highly qualified” to teach these subjects. This is particularly of issue in our middle school grades, where for many years we have hired staff with K-8 certification, and where they teach either a Math/Science or an English/Social Studies combination in grades 5–8. Several of our staff members successfully completed the content area Praxis Exam in their efforts to become highly qualified under the NCLB regulations. Many others are participating in a Housse program, which is a self-assessment – self study program that is monitored by principals and the SAU administration.

The 2003-2004 school year brought with it a couple of major initiatives for the school finance function. First, the requirements of the Governmental Accounting Standards Board’s Statement #34 (GASB #34) were implemented for the Goffstown School District. GASB #34 is a comprehensive pronouncement effecting financial tracking and reporting for governmental entities. Some of the more notable changes include the capitalization and depreciation of fixed assets, reporting of entity-wide financial statements that consolidate all funds in accordance with generally accepted accounting principals. Since GASB #34 specified compliance dates based on the entity’s revenue, the Goffstown School District was the only district required to implement the changes in 2003. Dunbarton School District, New Boston School District and the School Administrative Unit #19 were required to comply in the subsequent year.

The other major financial initiative for this year was the kick-off of an extensive review process to select a replacement software system for the management of the human resources and financial functions. The initial screening incorporated just fewer than 20 systems, which was then reduced to a short list. The next steps include in-depth evaluations of the candidate systems on the short list by support and administrative staff from the various schools within our SAU. A Selection Committee, including representation from each of the School Boards plus other stakeholders, makes final recommendations and the SAU Board approves the final selection. The selection of a new system will allow the Districts to move from the current DOS based system with its three dial up connections for School access to a Windows based system including Web access. We look forward to taking advantage of the features a new system can provide in the future such as providing employees with access to their wage and benefit information via the Web.

*We wish to extend our thanks to several School Board members for their years of service. Members completing Board service during the 2003-2004 year were in Dunbarton – Jeff Trexler and Carl Metzger, in New Boston – Scott Hunter, Alfred Romano and Elaine Tostevin, and in Goffstown – Tammy Schofield and Dorine Olson.*

The Goffstown School District began an energy upgrade project, which involves lighting retrofitting and digital control systems for all schools that will essentially pay for itself with energy savings. It is estimated that all the above work will be completed by May 2005. The Dunbarton Elementary School is also involved in a multi-phase heating and energy project.

In terms of athletics, our “Game” field behind the high school was top dressed, slice seeded and fertilized, and through the help of *Field Of Dreams* donations, local sports organizations and a senior class gift (2004 Class) we were able to purchase four sets of bleachers. Our partnership with the Lions Club continues and we are pleased to say that they have dramatically improved the varsity baseball field. We are also in their debt for allowing us to play Junior Varsity Soccer on the field this past fall. We are thankful for the many supporters of athletics, and specifically want to recognize the efforts of individuals and organizations to fund our high school hockey, football, wrestling programs and Mountain View Middle School B-Teams.

As we approach the time of year for deliberative sessions and school district meetings, I extend to all members of our communities, the Boards of Education, the administration, faculty and support staff and our students our collection of best wishes for a safe, joyous and successful 2005.

*Darrell J. Lockwood, Ed.D.*  
*Superintendent of Schools*

## DUNBARTON ELEMENTARY SCHOOL REPORT OF THE PRINCIPAL – 2004

### *“Of Bricks and Excellence”*

The year 2004 saw our faculty busy at work investigating ways of making our school a school of excellence. We had just completed mapping our entire curriculum grades K-6, not an easy task. To build on this mapping, our goal this year was to complete an educational audit and critically look at ourselves and our school program in the areas of Curriculum and Instruction, Teaching/Learning Process, Student Achievement, Leadership/Decision Making, Community/Parental Involvement and School Climate. Throughout this process of introspection we examined what we did, why we did it, and how we could make it better. We investigated what other elementary schools were doing, locally and throughout the nation (which is sometimes called “best practice”) and we implemented those best practices that seemed to have promise and made sense for DES. Change sometimes comes with fret, worry, and anguish but our faculty made a commitment and has courageously shown a willingness to investigate educational options, examine current educational trends, discuss our procedures and make the necessary changes in an effort to produce, when all is said and done, an excellent school for our children; a school that engenders respect, admiration, pride, and joy by students, teachers, parents and the community.

We have made some significant strides in the direction of excellence. In a recent survey of parents the following comments were elicited: *“DES is a small school in a rapidly growing town, yet it manages to interact with each child individually and keep up with the world around it”; “The staff meets all family needs, concerns, and listens to each child and parent”; “Dunbarton Elementary School is constantly learning new ways to teach students”; “The entire staff seems open to all questions, concerns, and suggestions from parents”; “I love how DES challenges children to be respectful, honest and caring as well as academic achievers”; “I’m proud to be part of this School and Community”; and “My daughter is excited to go to school everyday”.* And from students: *“This school tries very hard to make it special for all of the kids here at DES”; and “We all listen to each other and respect each other”.*

This year saw a major promotion by the school in the area of the ARTS. Being in our second year as a HOTS, ARTS-infused school we concentrated many of our efforts toward integrating the arts. This promotion included an intensive drive for awareness and funding through “Pennies for the Arts”, to opening discussions regarding the need for and the possible construction of a community stage, and to providing funds for and awareness of the ARTS through building a brick walkway in the newly created garden in front of the school. This walkway was created by the students through our “Artist in Residence” program. Each engraved brick to be placed in the walkway supports the ARTS and creates a permanent remembrance for the donor at DES. **Don’t wait, buy your brick TODAY!**

I want to thank the children, teachers, and staff of DES for their commitment to the pursuit of excellence in education and to the parents and community members for their continuing input, advice, counsel, and support of Dunbarton Elementary School.

*Charles A. Gaides*  
B.S. M.E.D. C.A.G.S.



## MOUNTAIN VIEW MIDDLE SCHOOL

Rose LaRochelle-Colby, Principal

Building a positive culture and climate is a goal that the Mountain View Middle School community has developed over the past year. By introducing Project Wisdom and continuing Project Second Step, students and teachers have engaged in many conversations leading to a deeper understanding of respect for self, others and the environment in the lives of our middle level students. Throughout the school year, the staff is looking at many indicators to determine how our efforts are contributing to this school goal. A contributing factor to our success has been the role that our parent organization, Mountain View Partnership has had in supporting the many efforts. Over one hundred and fifty parents participated in the First Day program at M.V.M.S. this year to welcome our 986 students (800 from Goffstown, 134 from New Boston and 52 from Dunbarton). Through this program, our newsletter, website and weekly notices customized for individual grade levels, we are able to more effectively communicate with parents and students.

This year we welcomed Ms. MaryClaire Barry as our full time Curriculum Coordinator. Our staff continues to work closely with Goffstown High School in the development of content area curriculum that is sequential and meaningful to the middle level learner. Work continues in the development of the Language Arts curriculum resource adoption and EveryDay Math program development. Many of our teachers are sharing their ideas and activities as they meet the federally mandated Highly Qualified Teacher status. Our staff is also studying a comprehensive district wide assessment program to monitor student growth over time in the areas of Reading, Language Usage, and Mathematics.

Mountain View Middle School celebrates the month of the adolescent in October by celebrating the artistic, creative and academic achievement of our students. Students and staff enjoyed a quiz bowl in each curriculum content area and the weekly art and poetry contests during the month. Thanksgiving brought us the second annual Turkey Trot. It was quite a sight to see over eight hundred students, teachers and parents run or walk the two-mile course.

Our sports programs continue to flourish with students participating in A level and B level teams throughout the year. We are pleased to now offer an After School Program funded and supported by grants and non-profit organizations. This unique opportunity offers students the opportunity to attend Homework Helpspace and participate in many physical and recreational activities under the supervision of caring adults until 6:00 PM daily. As we continue to develop our commitment to middle level education, Mountain View Middle School will continue to strive for excellence in meeting the needs of our students in a culture of respect for self, for others and for the school environment.



## **GOFFSTOWN HIGH SCHOOL**

### **Francis J. McBride, Principal**

Goffstown High School is an exciting place to be. Once again this year, we have a wonderfully talented group of staff members, committed to the educational, social and emotional well being of all students. We remain focused on the rigorous instruction of all students, in all classes and the collaboration of expectations around curriculum and assessment. Our facilities are nothing short of amazing following two years of construction and renovation. Beyond all of that, our school climate and culture of regard and respect is at the forefront.

As we continue to develop our educational programs in the 2004-2005 school year we will be focusing on:

- Development of adult education/GED/enrichment programs
- Transition between middle school and high school
- Assured learning experiences and consistency across our curriculum
- Communication with parents
- Integration of technology into the curriculum
- Continuation of our work through Brown University (Breaking Ranks)

We have implemented an updated program of studies this year that includes a number of new course offerings in the areas of science, business and computer technology. We are offering ten "Running Start" courses that enable students to receive credit at the New Hampshire Community Technical College, as well as high school credit. We currently offer seven advanced placement courses in science, math, social studies and English.

Goffstown High School began the implementation of NWEA testing this fall. All 9<sup>th</sup> grade students completed these local assessments that are electronically administered and scored in both the fall and spring of the 2004-2005 school year. The goal next year is to expand this testing to include our 10<sup>th</sup> grade students. It is our belief that the NWEA testing data will allow us to make more informed, effective decisions regarding our curriculum and instruction leading to improved student learning.

Goffstown High School believes that co-curricular activities are an integral part of our mission to educate the whole child (mind and body) and that involved students are successful students. The high school has many active, successful athletic teams as well as student groups, organizations and clubs. Currently these offerings have a range of focus that includes student government, community service and intramurals.

An active Parent Council meets with the Principal on a monthly basis to discuss issues and concerns as well as give input into the development and evaluation of school programs. The Principal meets with "Everyday Heroes", students recognized for doing "a good job." This group shares their thoughts regarding their perceptions of the school's strengths and weaknesses and discusses possible solutions.

We continue to work diligently on enhancing the educational experience for all students who walk through our doors.

## **DUNBARTON ELEMENTARY SCHOOL HEALTH REPORT 2004**

At the beginning of each school year, an immunization audit is done of all new students. Annual student screenings of vision, hearing, height, weight and scoliosis for 5<sup>th</sup> and 6<sup>th</sup> graders are conducted throughout the school year. We have an Automatic Emergency Defibrillator located in the main office. All staff members have been trained in its use, in the use of epi-pens, and allergic reaction emergencies. All staff members also receive annual training in Blood Borne Pathogens in schools.

As the school nurse, I teach health and related topics in every classroom in Grades 1-6 every other week. Some of the topics covered are hand washing, healthy snacks, Fire Safety, Dental Health, The American Lung Association's "No Butts About It" anti smoking campaign, the American Red Cross Basic Aid Training program, the "Five a Day" fruits and vegetables program and the American Heart Association Heart Healthy Program. Other topics include the skeletal and circulatory system, the five senses and much time is spent on learning about nutrition and healthy life styles. This fall Stuart Goldstein, our Physical Education teacher, and I became certified in "Physical Best Training". As a result of this training we will be implementing more programs to increase physical activity among the students which will contribute to developing healthy life styles and address the problem of pediatric obesity.

The Nutrition Committee has been very successful in promoting healthy eating in school and at home. We continue to encourage parents to send in healthy foods and to lead healthy, active lives. Many of the school lunches have been changed to reflect a healthier choice in food and the children now have a voice in the menu selection.

The Health Office has been very busy this year. We see an average of 15-25 children per day for various injuries and illnesses. Because of the reported shortage of the flu vaccine, we are making even greater efforts to keep the children healthy. Teachers have been asked to have the children wash their hands several times throughout the day. We have supplied each classroom with Purell dispensers. Good hydration is stressed, as well as maintaining a healthy classroom environment. The Health Office is open whenever school is in session.

As head of the Safety Committee I do weekly safety inspections of the school. The Safety Committee meets monthly or as needed to attend to safety concerns, assess and adhere to Material Safety data sheets and other items as they arise. I am also part of the School's Crisis Team.

Have a safe and healthy year!

Lynn M. Cote, RN  
Dunbarton Elementary  
School Nurse

## Dunbarton School District Projected Revenues

	2003 - 2004 Approved MS24	2004 - 2005 Approved MS 24	2005 - 2006 Proposed MS24
<b>REVENUE FROM STATE SOURCES</b>			
Adequacy Grant	657,515	526,505	590,339
School Building Aid	56,742	22,083	21,360
Kindergarten Aid	0	0	0
Catastrophic Aid	128,017	74,000	81,300
Child Nutrition	720	500	500
<b>REVENUE FROM FEDERAL SOURCES</b>			
IASA, Chapter I & II (Title VI)	44,341	34,188	0
Medicaid Reimbursement	20,000	20,000	20,000
Child Nutrition Programs	7,800	5,000	5,000
<b>OTHER REVENUE</b>			
Special Education Tuition			
Food Service	41,887	48,591	48,004
Earnings on Investments			
Local			
Miscellaneous			
<b>SUBTOTAL SCHOOL REVENUES AND CREDITS</b>	957,022	730,867	766,503
<b>GENERAL FUND BALANCE</b>			
Reserved for Special Purpose (Special Education)	30,000		
Transfer from Capital Reserve Fund		170,000	
<b>Unreserved Fund Balance</b>	447,911	192,805	134,000
<b>TOTAL SCHOOL REVENUES AND CREDITS</b>	1,434,933	1,093,672	900,503
<b>LOCAL &amp; STATE ASSESSMENT</b>	2,228,093	3,116,230	3,409,868
<b>TOTAL APPROPRIATION</b>	3,663,026	4,209,902	4,310,371

**Notes:**

Projected revenues are estimates and are subject to change.

Fiscal year 2005 - 2006 Total Appropriation is prior to any separate or special warrant articles.

## **DUNBARTON SCHOOL DISTRICT WARRANT**

### **Election of Officers 2005**

### **THE STATE OF NEW HAMPSHIRE**

To the Inhabitants of the School District in the Town of Dunbarton qualified to vote in District affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT THE DUNBARTON COMMUNITY CENTER IN DUNBARTON ELEMENTARY SCHOOL IN SAID DISTRICT ON TUESDAY, THE EIGHTH DAY OF MARCH 2005, AT EIGHT O'CLOCK IN THE MORNING (8:00 AM) TO CAST BALLOTS FROM THAT HOUR OF SAID DAY UNTIL AT LEAST SEVEN O'CLOCK IN THE EVENING (7:00 P.M.), UNLESS OTHERWISE DIRECTED BY THE MODERATOR, FOR THE FOLLOWING OFFICERS:

1. To choose two members of the School Board for the ensuing three years.
2. To choose three School District Officials for the ensuing three years, namely: School District Moderator, School District Treasurer, and School District Clerk.

**GIVEN UNDER OUR HANDS AT SAID DUNBARTON THIS SECOND (2<sup>nd</sup>) DAY OF FEBRUARY 2005.**

**John Herlihy, *Chair***  
**Betty Ann Noyes, *Vice-Chair***  
**René Ouellet**  
**Deb Foster**  
**Brian Little**  
**SCHOOL BOARD**



**DUNBARTON SCHOOL DISTRICT WARRANT  
2005  
THE STATE OF NEW HAMPSHIRE**

*To the Inhabitants of the School District in the Town of Dunbarton qualified to vote in District affairs:*

**YOU ARE HEREBY NOTIFIED TO MEET AT THE DUNBARTON COMMUNITY CENTER AT DUNBARTON ELEMENTARY SCHOOL IN SAID DISTRICT ON SATURDAY, THE TWELFTH DAY OF MARCH 2005, AT 7:00 PM IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS:**

1. To determine and appoint the salaries of the School Board and Truant Officer and fix the compensation of any other officer or agent of the District, or to take any other action in relation thereto.
2. To hear the reports of Agents, Auditors, Officers or Committees of the District or to take any other action related thereto.
3. To see if the School District shall vote to approve the cost items included in the multi-year collective bargaining agreement reached between the Dunbarton School Board and the Dunbarton Education Association which calls for the following increases in salaries and benefits:

Year	Estimated Increase
2005 – 2006	\$ 46,540
2006 – 2007	\$ 45,951
2007 – 2008	\$ 45,909

and further to raise and appropriate the sum of FORTY SIX THOUSAND FIVE HUNDRED FORTY DOLLARS (\$ 46,540.00) for the 2005 - 2006 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. This appropriation is in addition to Warrant Article #8, the Operating Budget Article. (The School Board recommends this Article.)

4. To see if the School District shall vote to raise and appropriate THIRTY SIX THOUSAND DOLLARS (\$36,000.00) as a supplemental appropriation in fiscal year 2004 – 2005 to be funded from existing revenues to be placed in the existing Capital Reserve Fund which was established for the purpose of capital improvements to the Dunbarton School Facility and further to withdraw up to \$15,000 from the Capital Reserve Fund to complete Phase 1B of a four phase project to replace heating and ventilating systems and reconstruct thermal envelopes at Dunbarton Elementary School as recommended in the Existing Conditions Assessment Report prepared by Weller & Michal Architects; Phase 1B to include removal and replacement of the heating and ventilating (HV) system for the Information Center inclusive of new HV equipment, ductwork, controls, perimeter baseboard

radiation, and related general construction; or to take any other action in relation thereto. This will be a non-lapsing appropriation per RSA 32:7 and will not lapse until the completion of Phase 1B. (The School Board recommends this Article.)

5. To see if the School District shall vote to raise and appropriate TWENTY FOUR THOUSAND DOLLARS (\$24,000.00) for the preparation of design and construction documents and bidding and negotiations of Phases 2 through 4 of a four phase project to replace heating and ventilating systems and reconstruct thermal envelopes at Dunbarton Elementary School as recommended in the Existing Conditions Assessment Report prepared by Weller & Michal Architects; or to take any other action in relation thereto. (The School Board recommends this Article.)

6. To see if the School District shall vote to raise and appropriate up to FIVE THOUSAND DOLLARS (\$5,000.00) to be placed in the existing Capital Reserve Fund which was established for the purpose of capital improvements to the Dunbarton School facility, with such amount to be funded from the year end undesignated fund balance available on July 1, 2005; or to take any other action in relation thereto. (The School Board recommends this Special Article.)

7. To see if the School District shall raise and appropriate up to FIVE THOUSAND THOUSAND DOLLARS (\$ 5,000.00) to be placed in the existing expendable trust fund known as the Special Education Fund which was previously created under the provisions of RSA 198:20-c, with such amount to be funded from the year end undesignated fund balance available on July 1, 2005; or to take any other action in relation thereto. (The School Board recommends this Special Article.)

8. To see if the School District shall raise and appropriate FOUR MILLION THREE HUNDRED TEN THOUSAND THREE HUNDRED SEVENTY ONE DOLLARS (\$4,310,371.00) for the support of schools, for the payment of salaries for School District officials and agents, and for the payment of statutory and contractual obligations of the District, or to take any other action in relation thereto. This warrant article (Operating Budget) does not include appropriations in ANY other warrant article. (The School Board recommends this Article.)

**GIVEN UNDER OUR HANDS AT SAID DUNBARTON THIS SECOND (2<sup>nd</sup>) DAY OF  
FEBRUARY 2005.**

**John Herlihy, *Chair***  
**Betty Ann Noyes, *Vice-Chair***  
**René Ouellet**  
**Deb Foster**  
**Brian Little**  
**SCHOOL BOARD**

**SCHOOL ADMINISTRATIVE UNIT #19**  
 Adopted Budget Fiscal Year 2004 - 2005

Expenditures:

<u>Function</u>	<u>Description</u>	
2311	Supervision of Board Services	4,050
2313	Treasurer	500
2317	Audit Services	5,500
2318	Legal Services	7,500
2321	Supervision Superintendent's Office	770,588
2331	Special Area Administrative Services	337,476
2521	Fiscal & Bookkeeping Services	263,291
2600	Building Services	30,015
2830	Personnel Services	62,349
3000	Federal Projects	385,000
		<hr/>
	Gross Budget Total	1,866,269
Less Estimated Revenues:		
	Federal Grants	385,000
	From Fund Balance @ June 30, 2004	105,000
		<hr/>
	Amount to be Assessed to School Districts	1,376,269
		<hr/>

Apportionment of Assessment by District for Fiscal Year 2004 - 2005

<u>District</u>	<u>% of Assessment</u>	<u>Assessment</u>
Dunbarton	9.355%	128,750
Goffstown	73.105%	1,006,121
New Boston	17.540%	241,398
	<hr/>	<hr/>
	100.000%	1,376,269
		<hr/>

Adopted: December 17, 2003

## DEBT SERVICE SCHEDULE INFORMATION

During the fiscal year July 1, 2003 to June 30, 2004, two bond payments were made to the New Hampshire Municipal Bond Bank. On July 1, 2003 payment number 30 in the amount of \$80,112.50 was made. Payment number 31 in the amount of \$12,658.75 was made on December 24, 2003. In fiscal year July 1, 2004 to June 30, 2005, payment number 32 for \$77,658.75 was made on July 1, 2004 and payment number 33 for \$10,172.50 was made on December 17, 2004. This bond will be completed with payment number 40 in the amount of \$67,551.25 on July 15, 2008.

In fiscal year July 1, 2003 to June 30, 2004 the final bond payment was paid. This bond was complete with payment number 11 in the amount of \$93,465.64 on June 26, 2003.



**Dunbarton School District**  
**Proposed Budget Summary**  
**For Fiscal Year July 1, 2005 to June 30, 2006**

Expenditures:	Proposed School Board Budget		
	Actual Expenditures FY 03 - 04	Approved Budget FY 04 - 05	FY 05 - 06
<b>Operating Budget</b>			
<b>Function</b>			
<b>1000 Instruction</b>			
1100 Regular Programs	1,797,400.14	2,073,433.00	2,201,278
1101 Enrichment Program	33,927.47	30,690.00	31,306
1200 Special Education Programs	412,288.92	490,965.00	649,247
1400 CoCurricular Activities	1,364.25	3,264.00	5,514
<b>2000 Support Services</b>			
2112 Truant Officer	0.00	0.00	0
2120 Guidance Services	22,677.60	24,872.00	25,391
2130 Health Services	52,653.07	57,134.00	58,266
2140 Psychological Services	34,724.20	38,550.00	46,364
2150 Speech Pathology & Audiology	42,129.89	52,266.00	53,287
2152 Speech Pathology	10,864.38	17,945.00	17,134
2153 Audiology	0.00	1,000.00	1,002
2162 Physical Therapy	17,389.46	19,018.00	21,512
2163 OT Services	41,771.73	45,548.00	44,008
2190 Other Support - Pupil Services	0.00	1,500.00	1,501
<b>2200 Instructional</b>			
2210 Improvement of Instruction	2,472.45	4,250.00	3,450
2212 Curriculum Development	1,995.34	1,450.00	1,465
2213 Instructional Training	3,947.32	11,100.00	17,200
2222 Information Center	56,202.33	60,712.00	60,302
2224 Educational TV	0.00	50.00	50
2290 Technology Support	3,466.33	6,458.00	8,612
<b>2300 General Administration</b>			
2311 School Board	10,024.51	10,278.00	10,278
2312 Census	0.00	646.00	646
2313 Board Treasurer	285.13	269.00	289
2314 District Meeting	1,283.45	908.00	908
2317 Audit Services	2,800.00	3,800.00	4,300
2318 Legal Fees	3,382.94	5,000.00	5,000
2321 SAU Services	116,464.00	128,750.00	132,316
<b>2400 School Administration</b>			
2410 Office of the Principal	133,660.24	142,201.00	147,362
2490 Other Support - Services	150.00	200.00	300
<b>2600 Building and Grounds Services</b>			
2620 Building Operations	187,482.78	172,822.00	200,913
2630 Maintenance Grounds	296.89	311.00	311
2640 Operating Equipment	1,434.09	1,600.00	1,800
<b>2700 Pupil Transportation</b>			
2721 Regular Transportation	163,794.39	168,300.00	190,050
2722 Special Needs Transportation	104,813.94	155,000.00	229,478
2790 Field Trip Transportation	2,796.98	3,500.00	3,500
<b>5100 Debt Service</b>			
5110 Bond Principal	156,400.00	65,000.00	65,000
5120 Bond Interest	29,825.42	22,832.00	17,827
<b>5200 Transfer to Trust Fund</b>			
5251 Transfer to Capital Reserve Fund	0.00	150,000.00	0
5252 Transfer to Special Education Trust Fund	30,000.00	0.00	0
<b>Special Revenue Programs</b>			
Title Grants	73,425.99	34,188	0
<b>4600 Capital Projects Fund</b>			
4600 Building Improvements	0.00	150,000	0
<b>3100 Food Service Fund</b>			
3100 Food Service Budget	49,841.36	54,091	53,504
<b>5230 Trust and Agency Funds</b>			
5230 Title Grants	47.12	0	0
<b>Total Operating Budget Warrant Article</b>	<b>3,603,484.11</b>	<b>4,209,902</b>	<b>4,310,371</b>

**DUNBARTON SCHOOL DISTRICT**

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

		Actual Expenditures		Approved Budget	Proposed School Board Budget
ACCOUNT NUMBER	DESCRIPTION	FY 03 - 04	FY 04 - 05	FY 05 - 06	
REGULAR EDUCATION					
21-101-1100-00-110	Teachers Salaries	505,649.39	582,054.00	545,840	
21-101-1100-00-112	Teachers Salaries	26,093.40	28,670.00	42,478	
21-101-1100-00-120	Substitutes	10,666.23	7,200.00	7,200	
21-101-1100-00-210	Health / Dental	47,133.71	76,550.00	91,868	
21-101-1100-00-213	LifeLTD (& 214)	1,654.56	1,863.00	1,852	
21-101-1100-00-220	FICA	40,878.27	47,272.00	45,559	
21-101-1100-00-230	Retirement	12,297.90	15,366.00	20,198	
21-101-1100-00-240	Course Reimburse	6,489.10	20,600.00	19,600	
21-101-1100-00-250	Unemployment	0.00	500.00	500	
21-101-1100-00-260	Workers Comp.	6,332.45	7,800.00	7,800	
21-101-1100-00-321	Home Instruction	0.00	300.00	300	
21-101-1100-00-330	Consultant	111.95	1,000.00	1,000	
21-204-1100-00-561	Middle School Public Tuition	399,740.64	406,033.00	475,664	
21-305-1100-00-561	High School Public Tuition	699,782.08	826,160.00	882,896	
21-101-1100-12-330	Music Consultants	7,887.50	10,080.00	10,080	
21-101-1100-00-590	Artist In Residence	0.00	2,000.00	3,000	
21-101-1100-00-601	Workbooks	5,039.82	5,665.00	5,835	
21-101-1100-00-610	Scholar Supplies	9,909.96	10,997.00	11,112	
21-101-1100-02-610	Art Supplies	1,517.26	1,270.00	800	
21-101-1100-05-610	Reading Supplies	3,217.76	3,504.00	3,105	
21-101-1100-08-610	Physical Ed.	311.74	300.00	250	
21-101-1100-11-610	Mathematics	2,592.27	2,130.00	927	
21-101-1100-12-610	Music Supplies	628.42	1,000.00	1,000	
21-101-1100-13-610	Science Supplies	842.35	656.00	1,023	
21-101-1100-15-610	Social Studies	1,081.10	879.00	791	
21-101-1100-16-610	Computer Supplies	1,667.76	1,500.00	3,299	
21-121-1100-00-610	Supplies	480.10	500.00	260	
21-101-1100-00-641	Textbooks	162.00	446.00	9,773	
21-101-1100-00-733	Add'l Furniture	1,446.26	1,638.00	668	
21-101-1100-00-734	Add'l Equip	300.00	1,000.00	0	
21-101-1100-00-737	Replacement Furniture	532.00	0.00	0	
21-101-1100-00-738	Replacement Equip	0.00	6,000.00	4,300	
21-101-1100-16-801	Software	2,765.16	2,200.00	2,000	
21-101-1100-00-810	Dues	189.00	300.00	300	
REGULAR EDUCATION	TOTAL 1100	1,797,400.14	2,073,433.00	2,201,278	
ENRICHMENT (G&T) PROGRAM					
21-101-1101-00-110	Salaries Teacher	19,946.50	20,135.00	20,135	
21-101-1101-00-210	Health / Dental	9,400.36	5,417.00	5,820	
21-101-1101-00-213	LifeLTD	129.36	66.00	66	
21-101-1101-00-220	FICA	1,525.82	1,540.00	1,540	
21-101-1101-00-230	Retirement	526.54	532.00	745	
21-101-1101-00-610	Supplies	2,398.89	3,000.00	3,000	
	TOTAL 1101	33,927.47	30,690.00	31,306	
SPECIAL EDUCATION					
21-101-1200-00-110	Salaries Teachers	67,731.88	71,696.00	85,484	
21-101-1200-00-112	Dunbarton SPED Aides	43,820.60	47,617.00	62,263	
21-204-1200-00-112	Middle SPED Aides	0.00	1,080.00	0	
21-101-1200-00-210	Health / Dental	16,392.45	16,247.00	22,187	
21-101-1200-00-213	LifeLTD (& 214)	369.99	341.00	433	
21-101-1200-00-220	FICA	8,205.47	9,127.00	11,301	
21-204-1200-00-220	FICA	0.00	83.00	0	
21-101-1200-00-230	SPED Retirement	1,788.31	1,893.00	3,162	

**DUNBARTON SCHOOL DISTRICT**

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	Actual Expenditures	Approved Budget	Proposed School Board Budget
		FY 03 - 04	FY 04 - 05	FY 05 - 06
21-101-1200-00-321	Dunbarton, Instructional Services	5,495.77	500.00	1,500
21-204-1200-00-321	Middle Instructional Services	0.00	500.00	1,500
21-305-1200-00-321	GHS Instructional Services	0.00	500.00	1,500
21-101-1200-00-330	Elementary School Aide Reimbursement	1,356.39	3,689.00	0
21-204-1200-00-330	Middle School Aide Reimbursement	41,813.04	0.00	27,880
21-305-1200-00-330	High School Aide Reimbursement	68,409.12	129,602.00	130,996
21-305-1200-00-442	Rental High School Equipment	450.60	2,000.00	2,000
21-101-1200-00-534	Postage	500.00	500.00	500
21-101-1200-00-561	Tuition - Public	51,690.62	85,094.00	92,028
21-101-1200-18-561	Tuition - Public	6,505.73	0.00	0
21-204-1200-00-561	Tuition Middle School - Public	0.00	1,500.00	5,000
21-305-1200-00-561	Tuition High School - Public	19,692.00	1,500.00	5,000
21-101-1200-00-563	Tuition Elementary - Private	768.00	808.00	35,020
21-204-1200-00-563	Tuition Middle - Private	0.00	0.00	808
21-305-1200-00-563	Tuition High - Private	69,740.00	96,463.00	136,460
21-101-1200-00-580	SPED Dunbarton Travel	767.94	800.00	800
21-204-1200-00-580	SPED Middle Travel	0.00	500.00	500
21-305-1200-00-580	SPED GHS Travel	0.00	500.00	500
21-101-1200-00-601	Workbooks/Tests	2,099.46	2,550.00	2,550
21-101-1200-16-602	Dunbarton Computer Supplies	210.00	225.00	125
21-204-1200-16-602	Middle Computer Supplies	0.00	0.00	100
21-305-1200-16-602	GHS Computer Supplies	0.00	800.00	800
21-101-1200-00-610	SPED Dunbarton Supplies	528.57	1,600.00	1,600
21-204-1200-00-610	SPED Middle Supplies	40.00	600.00	0
21-305-1200-00-610	SPED HS Supplies	0.00	600.00	0
21-101-1200-00-641	Books	548.20	600.00	600
21-101-1200-00-650	Software	250.85	1,000.00	500
21-204-1200-00-650	Middle School Software	0.00	0.00	500
21-305-1200-00-650	High School Software	0.00	1,000.00	1,000
21-305-1200-00-730	High School Add'l Equip	3,113.93	0.00	0
21-101-1200-00-731	High School Add'l Equip	0.00	1,500.00	1,000
21-204-1200-00-731	Middle Add'l Equip	0.00	0.00	500
21-305-1200-00-731	High School Add'l Equip	0.00	4,000.00	3,000
21-101-1200-00-733	Add'l Furniture	0.00	650.00	650
21-101-1200-00-734	Dunbarton Add'l Equip	0.00	1,800.00	0
21-204-1200-00-734	Middle School New Computer Equipment	0.00	0.00	500
21-305-1200-00-734	HS New Computer Equipment	0.00	1,500.00	1,000
	<b>TOTAL 1200</b>	<b>412,288.92</b>	<b>490,965.00</b>	<b>649,247</b>
<b>ACTIVITIES</b>				
21-101-1400-00-590	Assemblies	1,095.25	2,300.00	4,550
21-101-1400-19-810	Field Trips (non-bus charges)	269.00	964.00	964
	<b>TOTAL 1400</b>	<b>1,364.25</b>	<b>3,264.00</b>	<b>5,514</b>
<b>GUIDANCE</b>				
21-101-2120-00-110	Guidance Salaries	17,641.00	18,487.00	18,487
21-101-2120-00-210	Health/Dental	3,561.48	4,333.00	4,656
21-101-2120-00-220	FICA	1,349.55	1,414.00	1,414
21-101-2120-00-230	Guidance Retirement	0.00	488.00	684
21-101-2120-00-610	Supplies	125.57	150.00	150
	<b>TOTAL 2120</b>	<b>22,677.60</b>	<b>24,872.00</b>	<b>25,391</b>

**DUNBARTON SCHOOL DISTRICT**

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

ACCOUNT NUMBER	DESCRIPTION	Actual Expenditures	Approved Budget	Proposed School Board Budget
		FY 03 - 04	FY 04 - 05	FY 05 - 06
HEALTH SERVICES				
21-101-2130-00-110	Nurse's Salary	38,687.00	40,270.00	40,270
21-101-2130-00-210	Health/Dental	9,093.51	10,833.00	11,638
21-101-2130-00-213	Life/LTD	129.36	134.00	134
21-101-2130-00-220	FICA	2,726.08	3,081.00	3,081
21-101-2130-00-230	Retirement	1,021.28	1,063.00	1,490
21-101-2130-00-323	Medical Services	400.00	603.00	603
21-101-2130-00-610	Supplies	500.07	500.00	450
21-101-2130-00-641	Books	95.77	150.00	100
21-101-2130-00-801	Software	0.00	500.00	500
	TOTAL 2130	52,653.07	57,134.00	58,266
PSYCHOLOGICAL CONSULTANT SERVICES				
21-101-2140-00-330	Dunbarton Consult Srv	4,120.00	2,000.00	7,689
21-204-2140-00-330	Middle Consult Srv	0.00	0.00	1,000
21-305-2140-00-330	GHS Consult Srv	30,604.20	36,550.00	37,675
	TOTAL 2140	34,724.20	38,550.00	46,364
SPEECH PATHOLOGY				
21-101-2150-00-110	Speech Path Salary	31,984.00	39,683.00	39,683
21-101-2150-00-210	Health/Dental	6,375.46	8,120.00	8,719
21-101-2150-00-213	Life/LTD (&214)	125.52	131.00	131
21-101-2150-00-220	FICA	2,446.78	3,035.00	3,035
21-101-2150-00-230	Retirement	844.33	1,047.00	1,469
21-101-2150-00-330	Retirement	110.30	0.00	0
21-101-2150-00-610	Supplies	243.50	250.00	250
	TOTAL 2150	42,129.89	52,266.00	53,287
SPEECH PATHOLOGY				
21-101-2152-00-330	Elementary Speech Services	0.00	0.00	1
21-204-2152-00-330	Middle School Speech Services	739.88	0.00	1
21-305-2152-00-330	High School Speech Services	10,124.50	17,945.00	17,132
	TOTAL 2152	10,864.38	17,945.00	17,134
AUDIOLOGY SERVICES				
21-101-2153-00-330	Elementary Audiology Services	0.00	1,000.00	1,000
21-204-2153-00-330	Middle Audiology Services	0.00	0.00	1
21-305-2153-00-330	High School Audiology Services	0.00	0.00	1
	TOTAL 2153	0.00	1,000.00	1,002
PHYSICAL THERAPY				
21-101-2162-00-330	Elementary Physical Services	2,500.00	3,500.00	3,500
21-204-2162-00-330	Middle School Physical Services	500.00	0.00	1
21-305-2162-00-330	High School Physical Services	14,389.46	15,518.00	18,011
	TOTAL 2162	17,389.46	19,018.00	21,512



## DUNBARTON SCHOOL DISTRICT

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

ACCOUNT NUMBER	DESCRIPTION	Actual Expenditures	Approved Budget	Proposed School Board Budget
		FY 03 - 04	FY 04 - 05	FY 05 - 06
21-101-2163-00-330	Elementary OT Services	28,728.00	25,025.00	26,190
21-204-2163-00-330	Middle School OT Services	0.00	0.00	1
21-305-2163-00-330	High School OT Services	13,043.73	20,523.00	17,817
	TOTAL 2163	41,771.73	45,548.00	44,008
<b>PUPIL SERVICES</b>				
21-101-2190-00-330	Dunbarton Consult PT Vision OT and EYP	0.00	500.00	500
21-204-2190-00-330	Middle Consult PT, OT, SPL, Vision & EYP	0.00	0.00	1
21-305-2190-00-330	GHS Consult Mobility, Vision & EYP	0.00	1,000.00	1,000
	TOTAL 2190	0.00	1,500.00	1,501
<b>TEST RENTALS</b>				
21-101-2210-00-601	Test Purch/Scoring	2,472.45	4,250.00	3,450
	TOTAL 2210	2,472.45	4,250.00	3,450
<b>INSTRUCTION &amp; CURRICULUM DEVELOPMENT</b>				
21-101-2212-00-641	Curriculum development books	1,995.34	1,450.00	1,465
	TOTAL 2212	1,995.34	1,450.00	1,465
<b>INSTRUCTIONAL STAFF TRAINING</b>				
21-101-2213-00-321	In-Service Training	3,310.12	5,100.00	11,500
21-101-2213-00-322	Staff Development	637.20	4,500.00	4,200
21-101-2213-00-610	Staff Development Supplies	0.00	1,500.00	1,500
	TOTAL 2213	3,947.32	11,100.00	17,200
<b>INFORMATION CENTER</b>				
21-101-2222-00-110	Info Ctr Salary	19,667.50	20,135.00	20,135
21-101-2222-00-112	Aide Salary	9,524.97	10,895.00	11,700
21-101-2222-00-210	Health/Dental	2,922.45	8,811.00	9,562
21-101-2222-00-213	Life/LTD	0.00	66.00	66
21-101-2222-00-220	FICA	2,233.30	2,373.00	2,435
21-101-2222-00-230	Retirement	519.18	532.00	745
21-101-2222-00-610	Supplies	447.39	500.00	450
21-101-2222-00-641	Books, Periodicals & Videos	5,395.82	6,200.00	5,264
21-101-2222-00-642	Electronic Information	608.72	900.00	900
21-101-2222-00-733	Add'l Furniture	3,478.00	5,000.00	5,195
21-101-2222-00-734	Add'l Equipment	0.00	2,800.00	2,850
21-101-2222-00-801	Software	11,405.00	2,500.00	1,000
	TOTAL 2222	56,202.33	60,712.00	60,302

**DUNBARTON SCHOOL DISTRICT**

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

ACCOUNT NUMBER	DESCRIPTION	Actual Expenditures	Approved Budget	Proposed School Board Budget
		FY 03 - 04	FY 04 - 05	FY 05 - 06
EDUCATIONAL TV				
21-101-2224-00-642	Educational TV	0.00	50.00	50
	TOTAL 2224	0.00	50.00	50
TECHNICAL SUPPORT SERVICES				
21-101-2290-00-113	Technology Support	3,220.00	6,000.00	8,000
21-101-2290-00-220	Technology Support	246.33	459.00	612
	TOTAL 2290	3,466.33	6,459.00	8,612
SCHOOL BOARD SERVICES				
21-101-2311-00-124	School Bd Salary	960.00	1,250.00	1,250
21-101-2311-00-123	Board Clk Salary	1,475.00	750.00	750
21-101-2311-00-220	FICA	185.25	153.00	153
21-101-2311-00-322	School Bd Workshop	120.00	600.00	600
21-101-2311-00-522	Liability Insurance	2,725.44	3,300.00	3,300
21-101-2311-00-540	Advertising	1,361.33	800.00	800
21-101-2311-00-550	Board Printing	236.70	575.00	575
21-101-2311-00-610	Supplies	460.22	350.00	350
21-101-2311-00-610	Supplies	39.95	0.00	0
21-101-2311-00-810	Dues	2,417.67	2,500.00	2,500
21-101-2311-00-890	Miscellaneous	42.95	0.00	0
	TOTAL 2311	10,024.51	10,278.00	10,278
CENSUS INFORMATION				
21-101-2312-00-123	Census Clerk Salary	0.00	600.00	600
21-101-2312-00-220	FICA	0.00	46.00	46
	TOTAL 2312	0.00	646.00	646
BOARD TREASURER				
21-101-2313-00-121	Treasurer Salary	250.00	250.00	250
21-101-2313-00-220	FICA	19.13	19.00	19
21-101-2313-00-610	Supplies	16.00	0.00	20
	TOTAL 2313	285.13	269.00	289
DISTRICT MEETING				
21-101-2314-00-123	Clerk	50.00	50.00	50
21-101-2314-00-124	Moderator Salary	50.00	50.00	50
21-101-2314-00-220	FICA	0.00	8.00	8
21-101-2314-00-550	Printing	1,183.45	800.00	800
	TOTAL 2314	1,283.45	908.00	908
AUDIT SERVICES				
21-101-2317-00-301	Auditors	2,800.00	3,800.00	4,300
	TOTAL 2317	2,800.00	3,800.00	4,300

**DUNBARTON SCHOOL DISTRICT**

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

ACCOUNT NUMBER	DESCRIPTION	Actual Expenditures	Approved Budget	Proposed School
		FY 03 - 04	FY 04 - 05	Board Budget FY 05 - 06
21-000-2318-00-302	Legal Fees	3,382.94	5,000.00	5,000
	TOTAL 2318	3,382.94	5,000.00	5,000
<b>SAU SERVICES</b>				
21-101-2321-00-311	SAU#19 Assessment	116,464.00	128,750.00	132,316
	TOTAL 2321	116,464.00	128,750.00	132,316
<b>OFFICE OF THE PRINCIPAL SERVICES</b>				
21-101-2410-00-118	Principal Salary	77,665.38	66,240.00	69,000
21-101-2410-00-111	Secretary Salary	34,279.59	34,782.00	35,997
21-101-2410-00-210	Health / Dental	6,796.47	23,006.00	24,810
21-101-2410-00-213	Life/LTD	361.80	364.00	366
21-101-2410-00-220	FICA	7,324.91	8,867.00	8,033
21-101-2410-00-230	Retirement	2,091.53	2,142.00	2,553
21-101-2410-00-329	Conf/Conv	609.68	1,500.00	1,500
21-101-2410-00-534	Postage	900.00	1,000.00	1,000
21-101-2410-00-550	Printing	409.00	450.00	450
21-101-2410-00-580	Travel	1,133.80	1,550.00	1,550
21-101-2410-00-610	Supplies	989.08	1,000.00	1,000
21-101-2410-00-730	Add'l Equip	0.00	500.00	303
21-101-2410-00-739	Rplc Equip	494.00	0.00	0
21-101-2410-00-801	Software	0.00	0.00	0
21-101-2410-00-810	Dues	605.00	800.00	800
	TOTAL 2410	133,660.24	142,201.00	147,362
<b>OTHER SUPPORT SERVICES</b>				
21-101-2490-00-610	Promotional Exercises - Graduation	150.00	200.00	300
	TOTAL 2490	150.00	200.00	300
<b>BUILDING OPERATIONS</b>				
21-101-2620-00-111	Custodial Salaries	53,614.15	55,221.00	65,887
21-101-2620-00-210	Health/Dental	3,338.30	4,230.00	6,948
21-101-2620-00-213	Life & LTD	149.16	156.00	182
21-101-2620-00-220	FICA	4,101.47	4,225.00	5,041
21-101-2620-00-330	Consult Svc	5,289.50	5,970.00	35,825
21-101-2620-47-330	Consult Svc	13,600.00	0.00	0
21-101-2620-00-431	Maintenance Svc	11,380.77	8,500.00	8,430
21-101-2620-00-432	Building Repairs	23,651.12	9,500.00	9,500
21-101-2620-00-439	Emergency	6,774.73	3,000.00	3,000
21-101-2620-00-442	Lease			
21-101-2620-00-448	Fuel Tank			
21-101-2620-00-449	Roof			
21-101-2620-00-521	Insurance (Property)	8,255.00	9,100.00	9,580
21-101-2620-00-531	Telephone	3,881.67	3,500.00	4,000
21-101-2620-00-580	Travel	0.00	0.00	800
21-101-2620-00-610	Supplies	7,433.71	6,920.00	7,570
21-101-2620-00-622	Electricity	28,826.06	27,000.00	27,000
21-101-2620-00-624	Fuel	16,406.14	15,000.00	16,500
21-101-2620-00-730	Addl. Equipment	389.00	500.00	650
21-101-2620-00-733	Add'l Furniture	392.00	0.00	0
21-101-2620-00-735	Replacement Machinery	0.00	20,000.00	0
	TOTAL 2620	187,482.78	172,822.00	200,913

**DUNBARTON SCHOOL DISTRICT**  
DUNBARTON ELEMENTARY SCHOOL  
July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

ACCOUNT NUMBER	DESCRIPTION	Actual Expenditures	Approved Budget	Proposed School
		FY 03 - 04	FY 04 - 05	Board Budget FY 05 - 06
MAINTENANCE GROUNDS				
21-101-2630-00-431	Ground Maint.	296.89	311.00	311
	TOTAL 2630	296.89	311.00	311
OPERATE EQUIPMENT				
21-101-2640-00-432	Repair Inst & noninstruc. Equip	1,434.09	1,600.00	1,800
	TOTAL 2640	1,434.09	1,600.00	1,800
REGULAR TRANSPORTATION				
21-101-2721-00-510	Regular Transportation	163,794.39	168,300.00	190,050
	TOTAL 2721	163,794.39	168,300.00	190,050
SPED TRANSPORTATION				
21-101-2722-00-510	Dunbarton Elementary School SPED Trans	42,159.59	79,875.00	121,140
21-204-2722-00-510	Dunbarton Middle School SPED Trans	11,246.98	3,645.00	5,400
21-305-2722-00-510	Dunbarton HS SPED Trans	51,407.37	71,480.00	102,638
	TOTAL 2722	104,813.94	155,000.00	229,178
FIELD TRIP TRANSPORTATION				
21-101-2790-00-510	Field Trips	2,796.98	3,500.00	3,500
	TOTAL 2790	2,796.98	3,500.00	3,500
DEBT SERVICE				
21-101-5110-00-910	Principal	158,400.00	65,000.00	65,000
21-101-5120-00-830	Interest	29,825.42	22,832.00	17,827
	TOTAL 5110/5120	188,225.42	87,832.00	82,827
TRANSFER TO TRUST FUND				
21-000-5251-00-930	Transfer to Capital Reserve Fund	0.00	150,000.00	0
21-101-5252-00-930	Transfer to Special Education Trust Fund	30,000.00	0.00	0
	TOTAL 5252	30,000.00	150,000.00	0
TOTAL GENERAL FUND				
		3,480,169.64	3,971,623.00	4,256,867



**DUNBARTON SCHOOL DISTRICT**

DUNBARTON ELEMENTARY SCHOOL

July 1, 2005 - June 30, 2006 Proposed Budget Worksheet

		Proposed School		
<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	Actual Expenditures	Approved Budget	Board Budget
		FY 03 - 04	FY 04 - 05	FY 05 - 06
<b>SPECIAL REVENUE FUND</b>				
Fund 22	Grants	73,425.99	34,188	0
	TOTAL	73,425.99	34,188.00	0
<b>CAPITAL PROJECTS FUND</b>				
Fund 23	Building Improvements	0.00	150,000	0
	TOTAL	0.00	150,000.00	0
<b>FOOD SERVICE FUND</b>				
Fund 24	Food Service Budget	49,841.36	54,091	53,504
	TOTAL	49,841.36	54,091.00	53,504
<b>TRUST AND AGENCY FUND</b>				
Fund 27	Transfer to Capital Projects Fund	47.12	0	0
	TOTAL	47.12	0.00	0
<b>TOTAL</b>				
		3,603,484.11	4,209,902.00	4,310,371

GENERAL INFORMATION

Dunbarton as we know it today was first granted by the General Court of Massachusetts in 1733, as Narragansett No. 6. It was re-granted in 1735 to soldiers who fought in the French and Indian War under Capt. John Gorham (not Samuel Gorham of Plymouth, England) but that grant was relinquished. In 1748 a group headed by Archibald Stark petitioned the Masonian Proprietors in Portsmouth for a grant of land and received permission to have this territory surveyed and laid out into lots and ranges; it was called Starkstown. Permanent settlement did not commence until 1752. This Township was incorporated on August 10, 1765 by then Governor Benning Wentworth and named Dunbarton after Dumbarton Scotland where many of the original settlers originated.

Dunbarton is located in Merrimack County, bounded by Goffstown to the south, Weare to the west, Hopkinton to the north, Bow and Hooksett to the east.

From 1765 until 1822 when the town of Hooksett was incorporated, the bounds of Dunbarton went to the Merrimack River.

Dunbarton has: Five ponds, all with public access:

- Gorham Pond, 102.6 acres
- Kimball Pond, 37.2 acres
- Long Pond, 32.1 acres
- Purgatory Pond, 18.6 acres
- Stark Pond, 10.8 acres

Three town cemeteries (Center, pages Corner and East) and one private cemetery (Stark).

73 Miles of road

19,560 acres, 31.4 square miles which include:

- 1110 acres of conservation property
- 278.2 acres of conservation easement
- 925 acres of Kuncanowet Town Forest property
- 482 (approximate) acres of Town Forest
- and 1187+ acres of federal land.

Population of approximately 2650

The elevation above sea level for the Town Hall is 830', the top of Mills Hill (the highest point) 925', the Bow-Dunbarton line on Route #13 (the lowest point) 350'.

Hours of Town Office are:

Selectmen Meeting	Thursday 7:00 pm	774-3541
Daytime Office Hrs.	Monday thru Friday 8:00 am to 3:30 pm	
Tax Collector	Tuesday 3 pm to 5 pm	
	Thursday 6:00 pm to 9:00 pm	774-3547

Town Clerk	Tuesday 2:00 pm to 5:00 pm	
	Wednesday 9:00 am to 12 noon	
	Thursday 5:30 pm to 9:00 pm	774-3547
Building Inspector	Mon-Fri. 1pm to 4pm	774-3547
	(Inspections: by appointment)	
Transfer Station **	Tuesday 10:00 am to 4:00 pm	
	Wednesday 4:00 pm to 8:00 pm	
	Saturday 8:00 am to 4:00 pm	774-7090

\*\*A permit is required, available from the Town Clerk's and Selectmen's Office.

The Planning Board meets the third Wednesday of the month. The Zoning Board meets the second Monday of the month, as required. Call the Selectmen for further information.

The School Board meets the first Wednesday of the month at the school.

Library Hours:	Tuesday	1:00 pm to 8:00 pm	
	Wednesday	10:00 am to 4:00 pm	
	Thursday	1:00 pm to 8:00 pm	
	Friday	10:00 am to 4:00 pm	
	Saturday	10:00 am to 2:00 pm	774-3546

Web Page: <http://www.dunbartonnh.org>

Volunteer Fire Department	225-3355		
			EMERGENCY 911
Police Department	224-1232		

Brush burning permits are required unless there is complete snow cover. They may be obtained from Jon Wiggin, J. R. Swindlehurst, Bud Marcou, or Fred Mullen (subject to change please call town office).

The annual town election and town meeting is the second Tuesday in March.

Voter registration qualifications: 18 years of age, citizen and resident of Dunbarton. Register with Supervisors of the Checklist or Town Clerk. Absentee ballots are available to qualified voters for town and state primary and general elections. Contact Town Clerk **for details**.

## TEN-YEAR TAX RATE COMPARISON

Year		School	Municipal	County	Total
1999	State	6.15			
	Local	7.57	2.81	1.91	18.44
2000	State	5.97			
	Local	9.99	2.81	2.09	20.76
2001	State	6.26			
	Local	9.46	2.81	2.34	20.87
2002	State	5.78			
	Local	12.28	4.11	2.61	24.78
2003	State	5.72			
	Local	8.90	4.35	2.72	21.69
2004	State	4.50			
	Local	14.68	4.14	3.21	26.53

Revaluation years were 1990 and 1997. (Due to complete revaluation in the year 2005)

Equalization Ratio = 54.2% for 2004.







New Hampshire State Library



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